



## **Job Description**

**Title:** Machine Operator

**Reports To:** Plant Manager

- Responsibilities:**
- Loading and unloading film and zipper stock on/off machine.
  - Machine set up and changeover.
  - Take direction from Plant Logistics Coordinator for scheduling of jobs.
  - Work with plant supervision on special projects or plant maintenance.
  - Material inspection.
  - Running customer trials.
  - Machine troubleshooting.
  - Equipment maintenance and minor repair.
  - Packaging.
  - General housekeeping.
  - Interface with co-workers on any project.
  - Organize and prioritize tasks and be self directed.
  - Quality control documentation.
  - Perform material inspection per SQF requirements.
  - Ensure work areas are in conformance with Good Manufacturing Practices.
  - Ensure work activities are performed according to SQF procedures and requirements.

- Education and Training:**
- High school Diploma or GED.
  - Able to follow directions.
  - Willing to learn new things and help others as requested
  - Preferable 1 or more years experience in plastics process or plastics converting or related field.

**Status:** Hourly - \$13.00 - \$20.00 based on experience