



## ***Job Description – Operator***

### **Purpose & Scope**

The role is required to run molding machines, secondary operations as required, confirmation of product quality and in some cases a key part of a single cycle molding operation.

### **Duties and Responsibilities**

These include but are not limited to the following: Inspection and quality, confirming route sheets and work instructions, ultrasonic welding, heat-staking, part assembly, packaging (boxes, bags, labels, sealing), stamp accountability and signing daily sheets.

### **Organizational Relationships**

The role reports to the Team Leaders and has communication relationships with the material technicians, mold technicians, process technicians, auditors, and the quality coordinator.

### **Working Conditions**

The role is carried out in a manufacturing environment. Standing for eight hours, lifting, turning, twisting, safety gate operation, reaching, pulling, pushing, clutching, and placing.

### **Education & Training**

Ability to speak, read, and write the English language.

### **Technical Knowledge Skills & Experience**

N/A

### **Managerial Skills & Experience**

N/A

### **Special Requirements (Physical, etc)**

Good motor skills are required. Lifting an average of 20 cartons a day with a maximum weight of 50lbs.

### **Quality Management System Requirements**

- All employees are responsible for knowing the Quality Policy Statement, how their job supports the statement and quality objectives.
- All employees are responsible for product identification.
- Refer to 'Document/Job Function Matrix' (a cross reference of all ISO documents with job titles) for specific documents related to their job positions.