

## Job Description

**We are seeking Machine Operators to join our team! You will perform operational activities in a corrugated manufacturing environment while ensuring excellent quality control.**

**Description Summary:** Responsible for all activities associated with running the machines including setup, operation, clean up, and recommending improvements to operations.

Essential Duties and Responsibilities include the following. Other duties may be assigned by management.

Set-up rails, print and die cut sections on machine in accordance with proper setup techniques.

Ensure all bolts on cutting dies are in place and tightly secured.

Inspect anilox rolls for damage, before and after each run.

Inspect all dies before and after run to ensure that any necessary repairs are made before the next run.

Monitor box quality, including, but not limited to loose liner, warp, correct size, and print.

Maximize the utilization of equipment by operating the machinery at available capacity and speed.

Assist and switch duties with Stacker and Bundlers as necessary.

Complete necessary reports in an accurate and timely manner, including but not limited to:

Plant data Collection & Quality forms.

Turn in maintenance work orders to supervision for needed repairs. Be proactive in the maintenance of equipment.

Adheres to production schedule. Makes recommendations for optimizing the schedule to meet cost, quality and service goals. Reports any unusual scheduling issues to Supervisor.

Operate machinery used in the production process, or assist other machine operators as needed.

Examine products to verify conformance to quality standards.

Start machines or equipment to begin production processes.

Observe equipment operations so that malfunctions can be detected, and notify operators of any malfunctions.

Remove products, machine attachments, or waste material from machines.

Turn valves to regulate flow of liquids or air, to reverse machines, to start pumps, or to regulate equipment.

Read gauges or charts, and record data obtained.

Fold products and product parts during processing.

Comply with all company policies and procedures, including safety and maintaining good housekeeping.

Adheres to production schedule. Makes recommendations for optimizing the schedule to meet cost, quality and service goals. Reports any unusual scheduling issues to Supervisor.

### **Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

**Essential skills and experience:**

The individual must have a working knowledge of the following:

Equipment design and capabilities that can be translated into efficient operation.

Product layouts and production specifications

Product quality specifications

Quality standards

**Education and Experience:**

Candidates are **PREFERRED** who offer: Prior work experience in the corrugated industry.

**Language Skills:**

Ability to carry out instructions furnished in written, oral, or graphic form. Ability to deal with problems involving one or more concrete variables in standardized situations.

Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times. Talking to others to convey information effectively. Understanding written sentences and paragraphs in work related documents.

**Math Ability:**

Able to read a tape measure with speed and accuracy. Able to calculate figures and amounts such as percentages, measurement, volume and rate. Able to apply concepts of high school math.

**Reasoning Ability:**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or graphic form. Ability to deal with problems involving one or more concrete variables in standardized situations.

**Supervisory Responsibility:** This position has no supervisory responsibilities.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the functions of this job.

While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee frequently is required to use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Please note this job description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Job Type: Full-time

Salary: \$17.00 to \$17.50 /hour

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