



Packaging ■ Fulfillment ■ Assembly

## **JOB DESCRIPTION: MACHINE OPERATOR**

**REPORTS TO:** Production Manager

### **POSITION SUMMARY:**

Helps lead operator in all aspects of production, machine setups, job cleanups, and troubleshooting. A machine operator is a key component in producing quality products for our customers.

### **RESPONSIBILITIES:**

- Follow the production schedule set by the press lead and the production manager.
- Participate in setups and cleanups as directed by the press lead.
- Responsible for setting up product print according to the manufacturing specification.
- Contribute to the production of quality product by following all defined quality procedures.
- Be aware of set job rates, and maintain them daily.
- Help with troubleshooting when needed.
- Complete preventative maintenance tasks as directed by the press lead or production manager.
- Read, understand, and complete all internal forms and documents (CAD specifications, Factory Orders, Lineup Sheets, etc.).

### **JOB QUALIFICATIONS:**

- Relevant industry experience preferred (or equivalent manufacturing experience)
- High School Diploma or GED
- Must be able to read and understand a tape measure
- Must be able to read and understand product drawings and instructions
- Team Player