

Full-time position: Reviewed 15 - 03 - 2021
Employee Name:
Position Title: Production Operator
Area: Roto 1 & Roto 2 & Roto 3
Department: Production
Reports to: Team Leader

REQUIREMENTS:**Knowledge:**

- Completion of Grade 12 or equivalent

Experience:

- Previous related work experience in a manufacturing environment is preferred
- In operating a fork-lift and crane equipment is an asset

Special Skills and Abilities:

- Self-motivated
 - Quality focused and safety conscious
 - Must have mechanical ability and be capable of working with close tolerance specifications
 - Ability to work as a team player
 - Ability to read and understand schematic/part drawings and applicable documentation
 - Ability to use various pneumatic and electrically powered hand tools
 - Ability to do heavy lifting
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Primary Function:

Responsible to the Team Leader for blending, operating shuttles and producing quality molded products.

Description of Duties:

1. Operates shuttles in accordance to established procedures, practices and standards.
2. Weighs resin, pigment and anti-stat according to recipe.
3. Blends weighed materials to a specified consistency.
4. Maintains a clean and organized shuttle, blending and premix resin bin area.
5. Loads molds and fastens lids ensuring proper venting and sealing of flanges.
6. Demolds products ensuring a high standard of quality and care for the molds.
7. Conducts visual checks of molded products and informs the Lead Hand or Team Leader of substandard products.
8. Assists with cleaning or lubricating equipment according to the preventative maintenance program (PMP) requirements.
9. Operates material handling equipment, such as pallet jacks, forklifts, cranes as required.
10. Supports the company OH&S standards and policies and assists with identifying and implementing corrective actions to resolve OH&S issues... ensure work is completed safely while ensuring the safety of others.
11. Supports the company Quality Management System and assists with identifying and implementing corrective actions to resolve quality related issues.
12. Participates in cleaning, organizing and maintaining the work area.
13. Cooperates with interdepartmental cross training and related initiatives.
14. Assists with other job duties as assigned.

Interrelationships - Internal:

All Production Personnel
Production Support Personnel

Conditions of Work:

Hours of Work: 40 hours/week, Shift work
Physical Effort: Moderate
Environment: Exposure to dust, odors, excessive noise, chemicals and high voltage power.

Acknowledgement:

I have reviewed the above Job Description with my Supervisor. I understand that the list of duties is not exhaustive and that I may be assigned additional tasks by my Supervisor, related to my primary function, from time to time. I agree to fulfill my job responsibilities to the best of my ability and will treat everyone with respect.

Employee

Supervisor

Date