

# Fitments/Injection Molding Operator

## SUMMARY OF ROLE:

\*12 hour shift Rotating Schedule - Days 8am-8pm & Nights 8pm-8am

Ensures parts injection molding machines and assembly equipment to support production and quality efforts.

## KEY RESPONSIBILITIES:

As an at-will employer, SIG/Scholle IPN serves the right to add to or modify this list to the extent it deems necessary.

- Makes boxes to be filled with production.
- Counts, weighs, and records number of units of materials moved or handled on daily production sheet.
- Counts and reports scrap produced for Assembly Machines.
- Completes daily production reports.
- Identify defective parts through visual inspection.
- Inputs data into the BaaN system.
- Attaches identifying tags or labels to materials or marks information on cases, bales, or other containers.
- Maintains a high level of cleanliness of work areas in accordance with 5S and SQF guidelines.
- Performs rework, sorting and documentation of heldware.
- Gives breaks in accordance with daily schedule.
- Reports quality and productivity related problems to the QC Technician, Process Technician, Lead Technician and/or Shift Manager
- Defines work instructions for first piece inspections of assembly equipment.

## YOU BRING THESE SKILLS, EXPERIENCE & EDUCATION:

- **EDUCATION:**
  - o High school diploma or G.E.D required.
- **SKILLS & EXPERIENCE:**
  - o Ability to work all shifts and perform overtime
  - o Future training and/or education may be necessary to further job skills.
  - o Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals, and Power Point presentations. Ability to write routine reports and correspondence.
  - o Ability to add, subtract, multiply and divide in all units or measures, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and interpret bar graphs.
  - o Ability to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations
  - o Basic skill knowledge and understanding of Microsoft Word and Excel, and Virtual Client to perform effectively in daily activities
    - Ability to perform visual inspection process and successfully read and apply technical material including print specifications

## WORK ENVIRONMENT/PHYSICAL REQUIREMENTS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
  - o Must be able to move and/or lift up to 50 pounds occasionally.
  - o Frequently standing, walking and sitting.
  - o Frequently required the use of hands to finger, feel, reach or handle machinery.
  - o Frequently bend, stoop and reach.
  - o Visual Acuity (VA).
  
- The work environment characteristics described here are representative of those employee encounters while performing the essential functions of this job.
  - o Moderate working conditions.
  - o Exposure to variable noise levels.
  - o Often exposed to moving mechanical parts.

### **SAFETY AND QUALITY MANAGEMENT:**

- - o Safety and Quality is **EVERYONE'S** responsibility.
  - o You must report or correct any food safety or potential food safety hazard to the person who can correct it. Adherence to policies and procedures related to quality management, safety, SQF and other regulatory guidelines communicated during your new hire orientation and defined in your SIG (formerly Scholle IPN) handbook are mandatory.