

# Adhesive Lamination Operator

## SUMMARY OF ROLE:

\*12 hour shift Rotating Schedule – Days: 7am- 7pm Nights: 7pm-7am

Responsible for operation of the adhesive lamination process, quality of the product and the production yield.

## 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.

- Perform routine operational duties and general maintenance.
- Achieve line standards, without sacrificing quality and/or safety.
- Identify quarantine and correct film that is substandard.
- Complete and maintain daily production/quality reports.
- Print and accurately label rolls according to specifications (size, material type, gauge, shift and operator number)
- Package finished laminate
- Make bails and band material
- Cut the cores according to length specifications.
- Utilize utility knife to cut-off waste material, trim and finish/package laminate rolls in accordance with machine cycle and quality specifications.
- Operate hoist and/or fork truck to load and unload rolls; Conduct hoist inspections each shift to ensure safe operation.
- Complete hour-by-hour chart, Kaizen newspapers and other documentation in accordance to Lean principles.
- Keep assigned area clean according to Lean principles.
- Adhere to all Lamination/Slitting's Shift Safety Policy Deployment targets to improve.
- Check machine settings and safety devices prior to their operation, set controls, start machines and load materials.
- Demonstrate LOTO procedures on Slitting and The Lamination equipment.
- Understand and complete production paperwork set forth by standard operation procedures.
- Understand how to interpret Lamination/Slitting production countdowns to effectively complete production orders.
- Follow set Standard Operating Conditions of all product sku(s) in Lamination's inventory.
- Perform quality control of all materials manufactured in the Lamination process
- Thread film through machine and verifies type and dimensions to specifications.
- Perform changeovers on the Laminator.
- Perform basic troubleshooting procedures on the Laminator for air pockets, fold overs, pleats, wrinkles, equipment problems, and process related issues.
- Regulate machine temperature, pressures, and speeds of operation of the lamination process.
- Cut-off waste material, trim and laminate rolls in accordance with machine cycle and quality specifications.
- Observe operation of the Lamination process for surface and quality defects.
- Ability to cross train in Slitting and Thermal Lamination.

## YOU BRING THESE SKILLS, EXPERIENCE & EDUCATION:

- **EDUCATION:**

- o High school diploma or G.E.D required.

- **SKILLS & EXPERIENCE:**

- Ability to work all shifts and perform overtime
- Previous experience as a quality control inspector preferred.
- Future training and/or education may be necessary to further job skills.
- 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. Ability to speak effectively before groups of customers or employees of the organization
- Ability to add, subtract, multiply and divide in all units or measures, using whole numbers, common fractions, and decimals.
- Ability to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations
- 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 specifications including print.

## **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 Able to wear a respirator
  - 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.