

**Job Title:** Machine Operator

**Job Summary:**

Performs manual labor along a production line. Operates and troubleshoots production line Machinery and computers. May perform minor repairs as necessary

**Duties and Responsibilities:**

- Operate production line machinery and computers
- Troubleshoot production line machinery
- Production equipment change-overs
- Responsible for quality control. Make adjustments as necessary to produce product within specifications. Reject product outside of specifications
- Operate within standard operating procedures and job safety analysis
- Operate forklift to maintain raw material supply for the production line
- Complete daily production log
- Communicate with operators from other shifts
- Turn off and lock out equipment when not in use
- Provide on-the-job training to new employees
- Maintain material supply adhering to just in time manufacturing principles
- Other duties as assigned

**Position Requirements**

- Basic reading, writing, and mathematical skills required
- Manual dexterity required for operating machinery and computers