

Position Description

Job Title: Line Operator	Date Prepared: June 9, 2011
Department: Extrusion	Supervisor (Title): Extrusion Supervisor
Employment Status: Full-time	FLSA Status: Non-exempt
Approved By: Eugene Osytek	Date Approved: July 1, 2011

Perform all tasks involved in the production of Custom Profile's products. Follow standard work methods and practice safe work habits to ensure production is as efficient and safe as possible. Work as a team toward our company goal of zero defects and 100% on-time delivery.

Major Duties / Responsibilities	% of Time
Pack parts as required on each extrusion line following the company specs.	40%
Inspect parts for surface quality, color, profile appearance and dimensions, complete quality checks as necessary.	15%
Complete all necessary production paperwork in a timely manner during the course of the work shift.	15%
Assist set-up operators in setting up extrusion lines; be able to set-up basic lines as needed and pull jobs down the line to start the process of a successful set-up.	10%
Successfully complete standard work procedures on setting up equipment needed for set-up, preparing dies, identifying materials and other required duties.	10%
Promote and maintain a culture and attitude of continuous improvement, working within the company team to make it more efficient, safer and an enjoyable place to work.	10%

REQUIREMENTS	Resource to receive the knowledge, experience and education if necessary
High School diploma or GED	High School/Adult Ed Program
A minimum of 1 year experience in a plastic processing plant	Hands-on
Strong manufacturing experience	Hands-on
Completion of Line Operator Training Book	Hands-on
Line Operator Test passed	Line Operator Training Book
Basic math skills	College/University

Basic computer skills	College/University
Problem Solving	College/University
Quality Tools (calculator, measuring cup, weigh scale, steel rule, tape measure, pro-scale, calipers, comparator, protractor, laser gauge, warp gauge, tape gun, stapler)	Quality Training
Basic Blueprint Reading Skills	College/University
5S/Lean Manufacturing/Kanban	Hands-on
Working knowledge of Extrusion equipment (including extruders, co-extruders, water troughs, water heaters, pullers/cutters, conveyors, etc.)	Hands-on
Treat all suppliers, customers, and internal employees with dignity and respect while promoting teamwork.	Employee Assistance Center

Total Direct Reports: None

Total Indirect Reports: None

- Be able to stand in one place and perform continuous and repetitive movements which may last for up to 8 hours.
- Be able to lift up to 50 lbs.
- Function in a moderate noise level environment, wear earplugs as necessary
- Withstand the presence of unpleasant odors which may occur when using various types of plastic or purging compounds.
- Safety glasses and close toed shoes must be worn on the production floor

<i>Competencies required</i>	<i>Proficiency desired (basic, intermediate, advanced)</i>
Dependability	Intermediate
Attendance	Intermediate
Quality/Productivity	Intermediate
Decision Making/Judgment	Intermediate
Job Knowledge	Intermediate
Communication	Intermediate
Safety	Intermediate
Continuous Improvement	Intermediate
Teamwork/Cooperation	Intermediate