

Wixon, Inc.
Job Description

Job Title: Machine Operator Tier 2

Department: Flexible and/or Rigid Packaging Reports to: Department Supervisor or Production Manager	Classification: Non-exempt Job Code: 07C-754 Created/last revised: 4/19/2010 9:55 AM
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Job Summary:

To operate automatic packaging equipment. Pack product in shipping cartons to ensure continuous line production and is an entry level position.

Essential Functions:

1. Responsible for the operation of equipment on a single packaging line including rigid container fillers, bulk fillers, vertical or horizontal pouch fillers, cartoners, labelers, cappers, jar unscramblers, sealers, checkweighers, scales and metal detectors.
2. Responsible for providing quality output.
3. Maintains a clean and organized work area.
4. Takes direction and works with others in a cooperative manner.
5. Provides direction to assigned support staff including temporary employees.

Additional Responsibilities:

Performs other tasks and responsibilities as assigned.

Qualifications:

High school diploma or equivalent preferred. Read and write English. Basic math skills. Good communication and organization skills. Problem solving skills.

Quality:

Must possess, demonstrate and follow all instructions, procedures and guidelines set forth in all applicable Wixon/ISO/department policies to assure continued quality product is produced.

Physical Demands:

This position requires extended periods of standing, walking, kneeling and crouching. Must be able to climb during set-up and breakdown of packaging equipment. Must be able to repeatedly lift a minimum of 80 lbs. Must be able to move a minimum of 250 lbs with proper equipment.

Working Conditions:

Exposure to hazards of an industrial environment including noise, dust, hazardous materials, machinery, including platforms and ladders, and lift equipment.

Company Policy:

Must follow company policies as outlined in quality and safety procedures and the Wixon, Inc. employee handbook.