

Job Description

Position: Manufacturing Warehouse Associate – Packer

Status: Full-time, Non-exempt

Department: Manufacturing

Rate: \$9.00/hour

Manager: Roger Diede

Position Summary: The Manufacturing Warehouse Associate - Packer is responsible for the production and/or packaging of a variety of manufactured products. The Packer position is a support role for several areas of manufacturing, including but not limited to; injection molding, quality and assembly. This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required by the employee.

Responsibilities:

- Perform production duties such as manual lifting, packaging, taping, labeling operations and sorting
- Move product and inventory using a forklift and bin system
- Report defective materials or questionable conditions to the department supervisor
- Execute and document quality inspections per SOP
- Maintain the work area and equipment in a clean and orderly condition and follow prescribed safety regulations
- Perform related duties as required by supervision
- Break down cardboard for recycling

Physical Demands:

- May be required to stand for long periods of time
- May involve some repetitive motions
- Must be able to lift up to 75 pounds
- May also engage in frequent bending, stooping, squatting, pushing and pulling of parts and part containers
- Do to the open environment of the warehouse, must be able to work in various weather and temperature conditions to include extreme heat, humidity and cold

Requirements:

- Understand and follow basic verbal and written instructions
- Effectively communicate information and respond to questions from various levels within the organization
- Possess basic mathematical skills: addition, subtraction, multiplication and division
- Perform basic visual quality inspections on products
- Maintain the production pace of other team members
- Utilize power tools and various equipment as needed to perform duties
- Must be certified or become certified in operation of forklift

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