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Contact Information:—

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I. **DUTIES AND RESPONSIBILITIES**

Responsible for mold changes & auxiliary/set up functions in assigned area.

Knowledge of the injection molding process and the properties of the material processed.

Load and position tools into presses and perform changeovers.

Store and clean molds properly.

Mold and machine maintenance skills.

Crane operation.

Inspect molds for defects.

Based on schedule, set-up all job orders and perform mold changes.

Set-up secondary equipment such as heat controllers, thermolaters and chillers.

Perform preventive maintenance on molds before removing and place molds in correct locations.

Responsible for maintenance and cleaning of machines and grease pit as needed.

Complete change over sheets after completion of each mold change./Maintain any necessary documentation.

Responsible for meeting tight deadlines.

Organize and prioritize in order to meet goals.

Strong attention to detail.

Must be able to work the assigned overtime to cover functions of this position as assigned.

Must be able to work safely and consider the safety of others in the workplace at all times.

Must assure that all personnel involved in the actual machine set up are following the company Lock Out/Tag Out program.

Responsible for housekeeping of work area.

Perform other related duties as assigned.

II. SUPERVISORY RESPONSIBILITIES

None

III. EDUCATIONAL AND OTHER SKILL REQUIREMENTS

Strong mechanical ability.

Proven and/or demonstrated communication skills.

Successful interaction in a cross-functional team environment.

Must possess the ability to learn and retain.

Must be able to problem solve and think on the go.

Good reading, writing and math skills.

High School Diploma or G.E.D. strongly preferred.

Minimum of six months experience in injection molding and/or equivalent experience or ability.

IV. PHYSICAL DEMANDS

Medium physical demand level.

Must be able to **stand and walk** for extended periods of time.

Stretches out, up and across occasionally to clamp dies and attach water lines during die change process.

Squatting, kneeling, bending, or crouching may be required when inspecting machines and finished plastic products.

Twisting of the body or neck may be required on an occasional basis.

Frequent lifting is required. Should be able to safely lift, push, or pull a maximum of fifty lbs. Loads larger than 50 lbs. should be handled by other means.

Bends occasionally over machines, conveyer belts and when picking up supplies or products from low levels.

Repetitive large hand and arm movements may occasionally be required for some tasks.

Should be able to safely operate cranes, forklifts and other equipment necessary to perform job.

Job involves visual effort and concentration.

Good hand-eye coordination.

Patience.

Accuracy.

Ability to grip and hold hand tools.

Regular and reliable attendance and punctuality.

Ability to engage in shift work.

PPE- Safety Eye Wear, Cutting Gloves when using a knife, cotton gloves when handling hot parts, and approved safety, steel toed shoes.

V. WORKING CONDITIONS AND ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Work Environment - indoors in plastic manufacturing factory.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles.

The employee is frequently exposed to moving mechanical parts. The noise level in the work environment is usually moderate.

*Due to the factory not being climate controlled, extreme heat is experienced in the summer months.

*The above job description is a broadly based description and is not intended to contain all specifics of a particular job. This description is not a contract for employment. It does not include all aspects of the position such as potential duties assigned by supervisors with the requirement for flexibility in helping others for the company's overall benefit.

Physical Demands: Check the appropriate box to indicate physical demands for this job.

Amount of Time spent:				
	None	Amount up to 1/3	1/3 to 2/3	More than 2/3
Stand				X
Walk				X
Sit	X			
Climb or balance		X		
Stoop, kneel, couch, or crawl			X	
Push, Pull		X		
Reach with hands and arms			X	
Bend, twist, squat			X	

Does this job require the use of:				
	None	Amount up to 1/3	1/3 to 2/3	More than 2/3
Use of ladders			X	
Stairs, climbing			X	
Work on platforms			X	

Lifting / how much how often:				
	None	Amount up to 1/3	1/3 to 2/3	More than 2/3
Up to 10 pounds		X		
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

Does this job require the ability to use:				
	None	Amount up to 1/3	1/3 to 2/3	More than 2/3
Power tools	X			
Manufacturing equipment				X
Use of personal protective equipment (PPE)				X
Fine manipulation			X	
Office Equipment:	X			
Typing/Keyboarding/Data Entry		X		
Computer / Calculator		X		
Other Specify	X			

Does this job require reliable attendance and punctuality?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does this job require shift work?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
What is the amount of Travel required for this job?		
Less than 25%	25%-50%	50%-75%
X		
75%-100%		
Does this job require mobile equipment certification?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Working Conditions: Check as needed: Specify additional conditions if needed

	Very quiet (Forest trail)	Quiet (library/private office)	Moderate noise (business office)	Loud noise (metal manufacturing)	Very Loud Noise (jack hammer)
Noise Levels				X	
	Extreme cold (non weather)	Extreme Heat (non weather)	Moderate temperature	Severe hot weather	Severe cold weather
Temperature			X		

Note: If employee will be working in extreme heat, then must meet the requirements of the Heat Stress Medical Evaluation

	<i>Ability to Adjust Focus</i> (ability to adjust the eye to bring an object into sharp focus)	<i>Close Vision</i> (clear vision at 20 inches or less)	<i>Distance Vision</i> (clear vision at 20 feet or more)	<i>Color Vision</i> (ability to identify and distinguish colors)	<i>Peripheral Vision</i> (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	<i>Depth Perception</i> (three-dimensional vision, ability to judge distances and spatial relationships)
Visual Acuity	X	X	X	X	X	X