



Reliance Packaging

A division of the Sigma Plastics Group

EXTRUSION OPERATOR 1

DEPARTMENT: Extrusion
JOB TITLE: Operator 1
REPORTS TO: Plant Manager/ Production Manager

PURPOSE: Assist the extrusion operator in production of extruded film.

JOB DUTIES:

1. Understand and follow safe work practices
2. Bring materials and cut cores
3. Check resin levels
4. Check and verify silo connections at start of shift against the work order to ensure correct resin usage
5. Assist with change over, start-ups, and shut downs
6. Web the line
7. Perform quality control checks and document results on quality check sheet
8. Cycle and unload winders
9. Enter production and downtime information into the DCU. Make and print finished goods labels for inventory.
10. Document downtime and production on production report
11. Weigh/stage production
12. Take care of extrusion lines while operator is busy or on break
13. Properly clean out resin system
14. Drive forklift
15. Maintain area in clean and organized manner
16. Wrap pallets
17. Know how to operate bale machine
18. Perform other related duties as directed by the appropriate party, including but not limited to: housekeeping and assisting other employees in the performance of their jobs.
19. Work in a team environment and conduct yourself in a professional manner when working with other employees and/or contractors.
20. Ensure Safe Manufacturing Practices are being followed on daily basis.

MINIMUM KNOWLEDGE/EDUCATION REQUIREMENTS:

- High school diploma or equivalent or 3 years of experience
- Basic computer skills
- Ability to do basic math
- Ability to read a tape measure

ABILITIES REQUIRED:

- Ability to lift up to 50 pounds
- Ability to stand for long periods on hard surfaces
- Ability to climb 60 feet
- Ability to perform in an environment that is not climate-controlled

DISCLAIMER:

The above information has been designed to indicate the general nature and level of work performed by employees within this classification and is subject to change with or without notice. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.