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PURPOSE

Packing finished plastic thermoformed parts off the production line into corrugated boxes for outbound shipping. Also includes the packing of finished customer parts into plastic thermoformed packaging for distribution to retailers and/or customers (order fulfillment).

ESSENTIAL DUTIES AND RESPONSIBILITIES (Other duties may be assigned)

1. Understand the basics of the thermoforming production process.
2. Conducts first level quality inspection of manufactured parts on an hourly basis to include snap of the clamshell, flange size, material thickness, webbing, etc.
3. In the event of a quality issue, inform Quality Control and the Machine Operator so the proper adjustments can be made to correct the issue.
4. Construct corrugated boxes; separate, count, weigh, and pack proper quantities of thermoformed product into those boxes; prepare boxes for shipment to customers
5. Maintain cleanliness and organization around work area while machines are running, and when production lines are down, maintain the cleanliness of the work platform and the surrounding areas as needed.
6. Must exercise common sense, adhere to established policies and procedures, and troubleshoot process issues daily to assure proper packaging of quality products in a safe workplace.
7. Train personnel on proper packing procedures as requested.
8. Maintains a good working relationship with machine operators, maintenance personnel, quality control, and management team, resolving issues as required.

PRIMARY INTERACTIONS

Daily interface with machine operators, warehouse personnel, maintenance department, office staff, and management team regarding the proper packaging and preparation of finished product for shipment.

COMPETENCIES

- Basic knowledge of the vacuum forming (thermoforming) process
- Ability to work in a fast-paced environment
- Ability to read and interpret product drawings, diagrams and packing instructions
- Ability to properly count and pack pieces by quantity, weight, and/or stack height (measurement)
- Able to work with minimal supervision
- Must be a team player

EDUCATION and/or EXPERIENCE

High school education or general education degree (GED) preferred.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work will generally require the ability to lift and move up to 30 pounds. Standing, walking, and lifting are required to carry out everyday activities.

WORK 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 the essential functions.

A manufacturing environment that requires the physical effort described above, along with exposure to heat and humidity in the summer, and cooler temperatures in the winter. Tasks do not expose the employee to hazardous conditions.