

Job Description

Job Title:	Machine Operator
Reports To:	Production Supervisor
Job Type:	Temporary- Full-Time (40 hours)
Shift:	Monday to Thursday 5:00am to 3:00pm, FRIDAY OT
Hourly Rate:	\$17.17
Location:	East Freetown, MA

Position Description:

The Machine Operator will be responsible for operating equipment in a safe manner for the assembly and processing of water heating products according to company specifications. The Machine Operator must have the desire to perform at the highest level of competence and expedience at all times to ensure the overall productivity and growth

Specific Duties & Responsibility:

The following is a brief description of some of the duties and responsibilities but is not limited to:

- Work within a fast paced, production oriented, safe environment.
- Ability to read drawings, bill of materials "BOM" and product specifications.
- Occasionally will be required to perform basic calculations using a computer/calculator
- Prepare raw materials to be loaded into the machine.
- Prepare tooling for machine changeovers and perform machine changeovers.
- Entering information such as sizes, shapes or cutting information into computer-controlled machines or adjusting machine settings when required.
- Monitor the machines to ensure proper function and setup throughout the production process. If a malfunction occurs the operator must immediately contact the Line Lead or Production Supervisor.
- Capable of lifting up to 50 lbs. with the ability to ask for assistance when required (using the buddy-system).
- Communicates with associates and superiors to maintain safety and quality.
- Willingness to take direction from the Supervisor and Group Lead person(s) to ensure quality and productivity goals are met. Must be team oriented.
- Suggests production and quality improvement ideas to the Production Supervisor.
- Maintains tools and equipment in good working order.
- Responsible for housekeeping in assigned work areas.
- Responsible for maintaining a safe work environment by following company safety policies and procedures by wearing all safety personal protective equipment "PPE" to maintain a safe work environment at all times.
- Accepts other responsibilities as requested by the department Supervisor.

Technical Expertise:

The following is a brief description of the technical expertise duties but is not limited to:

- Must be able to operate over-head crane (training will be provided).
- Able to use air assisted tools and manual tools.
- Able to use templates to affix appropriate materials to the product.
- Able to operate machinery with minimal supervision.

Preferred Qualifications:

P	R	
X		High School Diploma or equivalent
	X	Ability to work a flexible work schedule as required. Work over-time when it's mandatory.
	X	Ability to communicate and interact effectively in all situations.
X		Minimum three (3) years' experience working in a manufacturing environment.

P = Preferred or R = Required

Other Qualifications:

- Language Skills – Ability to communicate within the working environment.
- Reasoning Ability – Ability to define problems.
- Physical Demands – Ability to reach and use arms, hands and fingers. Ability to hear and smell.
- Weight Limitations – up to 50 lbs.
- Vision Requirements – Close and distance vision, color vision, peripheral vision, depth perception; and ability to adjust focus.
- Work Environment – Moderate Noise Conditions. Work in areas that may be noisy and dirty. Work in ambient temperatures ranging from very cold to very hot.
- Personal, Protective Equipment - Ability to wear safety glasses, hearing protection, steel toe shoes, gloves, respirator if required and other job-related personal protective equipment (PPE) as required.
- Work Schedule - Work various shifts and overtime as needed.

**** Roberts Joseph Staffing is an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, citizenship, sex, sexual orientation, gender identity, veteran's status, age or disability.***



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