

POSITION TITLE:	PRODUCTION FACILITY SUPPORTER
DEPARTMENT:	TELLUS (80), QUALITY
JOB ID #:	2020 – 102
REPORTS TO:	PRODUCTION SUPERVISOR
POSITION OPENINGS:	4
RATE OF PAY:	\$11.28 / HOUR
EMPLOYMENT STATUS:	FULL TIME / YEAR ROUND

JOB SUMMARY:

Our manufacturing company is filling the role of Production Facility Supporter. This position will report directly to the Production Supervisor and will be primarily assigned to the molding facility to support production by keeping the areas cleaned and organized.

RESPONSIBILITIES & DUTIES:

- Handle rejected product
- Clean, sweep and provide any manual labor required
- Keep all work areas safe, accessible and organized
- Strong attention to detail and accuracy in repetitive tasks
- Wear appropriate personal protective equipment and identifies hazards that may arise
- Follow all health and safety rules and regulations
- Any other tasks required from time to time as may be assigned

QUALIFICATIONS & SKILLS

- Must be 18 years of age
- High school diploma or GED required
- Be flexible, reliable and well organized
- Have personal integrity and the drive to do what is best
- Work and disciplinary record will be considered
- Good verbal, reading, writing and basic math skills
- Physically able to work in various positions, including, but not limited to: sitting, walking, climbing, kneeling, lifting, reaching and pulling.
- Must be able to frequently lift 25 to 60 pounds

*****This information indicates the general nature and level of work performed by employees in this position. It is not designed to contain a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. This description supersedes any previous descriptions. Management has the right to add or change the duties/responsibilities for this role at any time.*****