



Job Title: Bag Inspection Packer

Location: Bardstown, Ky.

Reports To: Supervisor

Wage:

Classification: Full Time

Division: Direct Manufacturing

Job Summary:

This Job requires gathering, sorting and performing specified quality checks on bags, as they come from the Bag Making Machine. The bag inspection packer will also place the good bags in a box for shipment. The sealed and labeled box will be transported to a staging area, by hand or pallet jack.

Job Responsibilities:

- Before start of production clean machine and area
- Assemble and label packing box for bag packing
- Retrieve bags from conveyor
- Quality Check - examine and inspect bags before packing, report any defects to bag maker operator
- Load boxes/cartons with specified amount
- Completed box is taped, ensure correct label and place on pallet for shipment
- Check weight of completed box
- Pallet is placed in staging area for logistics pick up
- Empty the waste box
- Empty punching waste tank
- Additional responsibilities such as quality checks and sorting will be required during machine set up
- Assist Bag making Operator in machine set up
- 7S
- Other duties as required

Requirements:

- High School Diploma or equivalent; Associate Degree or Technical Degree or certification preferred
- Manufacturing Degree/Experience 5+ years
- Must be available to work day/ night shifts

Core Competencies:

- Understanding of cGMP
- Understanding of work-based instructions
- Technical and Behavioral Skills/Analytical
- Good manual skills
- Computer Skills
- Attention to detail
- Team Player
- Numerical skills
- Interact with persons of various social and cultural backgrounds



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Communications Skills

Drive

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Working Conditions:

Must wear proper PPE (Personal and Product Protective Equipment)

Exposure to moving machinery

Perform effectively under conditions of fluctuating workload; must respond accordingly

Physical Demands:

Moderate climbing.

Alternate stand/sit frequently

Lifting up to 50lbs.

Employee Name - printed

Employee Signature / Date

Manager Signature Date