



Job Title: Lamination Machine Assistant

Location: Bardstown, KY

Reports To: Supervisor

Wage:

Hourly (Non-Exempt)

Classification: Full Time

Division: Direct Manufacturing

Job Summary

This position consists of performing all duties associated with assisting the Machine Operator in the operation of the lamination machine, to include set-up, clean down, roll changing and quality of production. This position also includes maintaining accurate production records and assisting the inspector.

Job Responsibilities

- Obtains production order and determines specs for impending job and arranges for delivery of base materials to machine
- Loads print rolls and base films and or materials onto unwind stands
- Performs basic quality checks on films
- Mixes primers, using prescribed formulas, and maintains adequate levels in reservoirs
- Transfers hazardous waste into designated drums and transports to storage areas
- Applies tape to resin roller to prevent extrusion from sticking and adjusts web guide sensors and trim knives as required
- Checks poly/adhesive applications and installs anilox rollers
- Sets brake control pressures and thread web(s) through machine, lapping and taping ends around take-up core
- Removes finished roll of laminated material from rewind using hoist or walk-around lift, and transports roll to floor scales. Accurately records weights, footage count, time, etc. on roll ticket and transfers roll to designated storage area
- Assists operator with job changes as prescribed Learns all facets of running the press to prepare for becoming a Press Operator.
- Other duties as assigned
- Maintain the 7S standard during your shift.

Requirements

High School Diploma or equivalent; Associate Degree or Technical Degree or certification preferred.
Manufacturing 5+ years

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.

Communications Skills

Drive

7S

Working Conditions

Must wear proper PPE (Personal Protective and Product Protective

Must adhere to all food grade requirements

Perform effectively under conditions of fluctuating workload; must respond accordingly

Exposure to moving machinery and equipment

Physical Demands

Moderate climbing up to 10' height

Alternate stand/sit frequently

Lifting up to 50 lbs.

Employee Name - printed

Employee Signature / Date

Manager Signature Date