



JOB DESCRIPTION

Chemical Department Operator I

Summary

This responsibility includes but is not limited to the operation of various production equipment, hand assembly, packing, loading material in machines, rework, etc.

A variety of cleaning products including aerosols and liquids are created in the chemical department. Products include floor cleaner, hand sanitizer, waxes, disinfectant and many other cleaning products. These products are used by schools, health care facilities and other businesses throughout the country.

Essential Functions

- Work in various departments following the applicable Skill Set Grouping (SSG).
- Operate production machinery and equipment, according to work instructions and/or under the direction of supervision.
- Assemble products according to work instructions, drawings, and specifications or under the direction of supervision.
- Load raw material, subassemblies, components or packing material into production or processing equipment.
- Pack subassemblies or finished product in totes, cartons, etc.
- Apply labels or other identification to finished products according to specifications;
- Perform visual inspection of work performed.
- Perform routine in-process and finished product quality checks using gauges, fixtures, templates, scales, etc.
- Accurately count and record completed work and material consumption.
- Repair or rework defective products or subassemblies.
- Perform minor machine set up and adjustments.
- Perform routine Preventative Maintenance (lubrication, cleaning, etc.) on machines and production equipment.
- Operate manual material handling equipment.
- Being present at work and adhering to assigned work schedule.
- Overtime when required.

Note: This description is not all-inclusive. Other duties requested by supervisor are required.

Complexity

Work is primarily routine and repetitive. Operation methods and sequence are standardized. Must use judgment in recognizing when machine is not performing properly (stopping machine and seeking assistance from supervision). Must be able to recognize and segregate parts when they do not conform to specifications.

Mental Effort

Work requires some concentration and attention in monitoring machine operation and checking quality of components and finished products. Intermittent mental application is necessary when shifting from one operation to another.

Knowledge and Education

Must be able to read, write and speak English, work with simple arithmetic and understand ordinary verbal and written instructions. High school diploma or general education degree (GED) preferred, some high school education required.

Experience

On-the-job training is provided.

Working Conditions

Work is performed under generally good conditions with some machine noise, fumes, oil, and dirt present. Adequate lighting, ventilation is present. Extreme outdoor temperatures will influence the temperature in the production area.

Exposure to usual minor shop injuries such as cuts bruises, burns and sprains are inherent in the job. Some exposure to more serious hazards; however, probability of serious injury will be minimized by adherence to established safety regulations.

Training will be provided to personnel who may occasionally wear Personal Protective Equipment (PPE).

Physical Demands

Essential functions can require:

- Standing or sitting for extended periods of time;
- Use hands to finger, handle, or feel objects, tools, or controls;
- Reach with hands and arms;
- Talking or hearing;
- Occasional walking;
- Stoop; kneel; crouch;
- Lifting/handling: exert up to 50 pounds occasionally; up to 20 pounds of force frequently; and/or up to 10 pounds of force constantly to move objects.
- Vision: color; close; peripheral vision; depth perception; and, ability to adjust focus.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SUPERVISION OF OTHERS

None

I confirm that I can perform all duties and physical demands detailed in this Job Description.

