



JOB DESCRIPTION

Chemical Department Technician I

Summary

This responsibility includes but is not limited to the set up and maintenance of complex production equipment under the supervision of a Tech II or Tech III as well as assigning work to Factory Hourly Operators.

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)
 - Set up production equipment under the supervision of a Tech II or Tech III.
 - Obtain first piece quality assurance or Laboratory approval.
 - Requisition raw materials, components, packaging materials, labels, subassemblies, etc. to support the production schedule
 - Assign work to Operators under the direction of supervisors as required.
 - Accurately account for finished production and record material consumption.
 - Repair production equipment, perform routine maintenance, and assist in the installation or relocation of equipment.
 - Perform complex material requirement calculations to insure the proper amount of material is utilized in the manufacturing process.
 - Perform construction of piping, fixtures, move equipment, and other construction duties as assigned.
 - The complexities of duties performed by a Tech I are those duties for which proficiency would be expected after 18 months of training and hands on experience.
 - Being present at work and adhering to assigned work schedule;
 - Work overtime and work in multiple departments as directed by supervision.
- Note: This description is not all-inclusive. Other duties requested by supervisor are required.

Complexity

Judgment, initiative and analytical effort are required in setting up and adjusting; investigating causes of substandard quality of components and products, and overcoming difficulties with materials, machines and accessory equipment during setup and production runs.

Mental Effort

Duties involve concentration and attention when making setups and adjustments, investigating causes of substandard output and difficulties with materials, machines and equipment, and when working with instruction sheets, prints and specifications.

Knowledge and Education

Must be able to read, write and speak English. Requires knowledge of shop mathematics; use of blue prints, specifications, measuring instruments and hand tools; setup and operation of various types of machines and equipment used in producing the Company's products. Some knowledge of the characteristics of materials such as wood, plastics, natural and synthetic fill material, and metals is necessary. High School diploma or equivalent required.

Experience

Requires 1 – 2 years of experience in the setup and operation of a variety of production machines and accessory equipment such as tufting machines, trimmers, automatic and hand shaping polishing machines, injection and blow molding machines, punch presses, sewing machines, automatic brush twisting machines and rolling mills. Some experience in machine repair is desirable. On-the-job training is provided as available.

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:

- Kneeling, climbing, standing, stooping; reaching; handling; feeling, grasping, controlling, dexterity; operate equipment; bending; twisting occasionally.
- Walking frequently.
- Sitting continuously.
- Talking or hearing.
- Lift, carry, push, or pull greater than 60 lbs. occasionally and 26 – 60 lbs. continuously.
- Occasional lifting and handling of bagged materials up to 100 lbs., and handling of drums of raw materials and finished goods up to 500 lbs.
- Kneeling, climbing, standing, stooping, reaching, handling, feeling, walking, grasping, controlling, dexterity, and operation of equipment. Amount of time

engaged in these activities will vary from day-to-day, depending upon the workload, but can be continuous from 6-12 hours.

- 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