



# T.O. PLASTICS

## INTERNAL JOB POSTING

<b>Job Title:</b>	Extruder Operator I	<b>Date Posted</b>	September 15, 2017
<b>Department:</b>	Extrusion	<b>Posting Closing Date</b>	Until filled
<b>Location:</b>	Clearwater	<b>Position Type:</b>	Non-Exempt; Position on 1 <sup>st</sup> & 2 <sup>nd</sup> shift

To apply for this position, complete an Internal Application Form and submit it to Human Resources no later than the Posting Closing Date listed above. You may review the full job description from Human Resources.

### SUMMARY

The Operator I position is responsible for helping the supervisor keep the extrusion department operating in an organized, controlled and profitable manner.

### JOB RESPONSIBILITIES

1. Assuming the Shift Supervisor's duties in his/her absence
2. Limited Supervision needed
3. Knowledgeable in the use Accident reporting and accident investigation.
4. Help Supervisor in performance reviews of fellow employee's.
5. Help Supervisor ensure that floor reporting is accurate and timely.
6. Ensure recipes are being followed and if deviation is needed to recipe's,
7. that Supervisor and department leaders are notified.
8. Perform double checks on the operator's measurement for gauge, sheet size, quality checks and drop testing
9. Help document and come up with process improvements on the floor.
10. Pull material rolls from the extruders
11. Stage and prepare skis and other support materials as necessary
12. Load materials on back end
13. Know, understand, and be capable of doing the front-end job, the back-end job, and the material grinding job
14. Perform and help with roll and die changes
15. Read and understand orders to be processed for the shift
16. Take responsibility for helping, directing cleanup, and housekeeping activities
17. Perform all other activities as directed by the supervisor

### EDUCATION AND EXPERIENCE REQUIREMENTS

- Requires forklift certification (company provided); basic math skills to calculate pounds; ability to lift up to 50 lbs. on occasion.
- Understanding of plastics and extrusion would be very helpful.
- Competent Computer Skills. Demonstrated print reading capability.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Strong mechanical aptitude and ability; competent computer skills; ability to perform basic math.