

PLM Operations, LLC

2068 Lapham Dr. | Modesto, CA 95354

Office: (209)523-7413



Job Description

JOB TITLE: Machine Operator

Employment : At-Will
FLSA : Non-Exempt
Department : Production
Reports to : Team Leader under Production Supervisor Authority
Prepared by : Cecilia Millan **Approved by:** Mike Raposo

JOB SUMMARY:

The Machine Operator will be able to work independently and with other personnel to ensure proper operation of the filler machine. They will ensure that the weight and product labeling is adequate and that the machine is working properly. Make minor adjustments to the machine to maximize performance and team effectiveness. Maintain an updated list of all materials being used.

MAJOR FUNCTIONS AND RESPONSIBILITIES will include the following (but are not limited to):

- Turn on machine by means of controls
- Observe the machine functions to ensure quality of finished products are packed in accordance with the standards of the company
- Adjust machine components and the pressure accordingly to the size and processing of the product
- Operate and tend to the packing machine
- Check the production line to avoid problems such as pileups and blockings
- Stop or reset machines when a malfunction occurs. Clarify malfunction and report to a supervisor
- Sort and store product to pack, use the operating machine, refill all packaging material like film and ink
- Inspect and remove defective products of packaging materials
- Clean and remove damaged material or inferior articles to ready the new product to process
- Remove from machine all finished packaged articles and separate all defective articles
- Any other tasks as assigned by Production Supervisor or Team Leader
- At the start of shift, visually check for left over product on equipment, doors, cat walks of tanks, and conveyor belts. Ensure piston fillers are cleaned and greased
- Make sure the pumps are in good working condition
- Check the operation function of the steam and air lines for running the line
- Check Machine for correct settings
- Check schedule for correct rolls of film being loaded, always replaced in a timely manner preventing any downtime. Have correct rolls standing by for replacement

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WORK SCHEDULE:

- This position requires that employees be available to work Monday through Friday as well as weekends. May work overtime as needed with or without prior notice
- Hours may vary per day or as necessary to fulfill job responsibilities
- Regular and Reliable Attendance is required

FOOD SAFETY POLICY:

- Each employee is responsible for ensuring strict adherence to the companies Food Safety Management System (s) Policy (ies) and all procedures, Codes of Practice, etc. outlined by management
- All employees undertake thorough training to ensure understanding and competence in all facets of the companies Food Safety Management System (Good manufacturing Practices, etc.)
- Each employee will receive Food Safety/Safety training on an ongoing basis
- All employees must follow safe working practices to prevent the contamination of our product and injury to oneself or others

EDUCATION/TRAINING/EXPERIENCE

- Bilingual in English and Spanish is preferred but not required
- Minimum 1 year of food production/production experience

QUALIFICATION REQUIREMENTS: To perform this job successfully an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to establish and maintain effective relationships with employees and supervisors
- Ability to communicate effectively
- Ability to work independently and/or in group

Amount of Each Day Spent: Standing 70 % Walking 30% Sitting 0% Total 100%

Employee Works: Inside 100% Outside 0%

Working Environment: Production environment

Physical Activity Required Performing Job:

Please Rate: **F**=Frequently **O**=Occasionally **S**=Seldom

While performing job, employee is required to	How Often
Twist	O
Stoop/Bend	O
Squat	S
Kneel	S
Crawl	S
Climb Ladders	S
Climb Stairs	S

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Walk on uneven ground	S
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Physical Activity Required	Total Hours Performed Daily					
	Never	Less than	1-2	3-4	5-6	7-8
Lifting under 10 pounds				X		
Lifting 10-25 pounds				X		
Lifting over 25-50 pounds			X			
Lifting over 50 pounds	X					
Carrying under 10 pounds	X		X			
Carrying 10-25 pounds	X		X			
Carrying 25-50 pounds		X				
Carrying over 50 pounds	X					
Pushing/Pulling under 10 pounds	X		X			
Pushing/Pulling 10-25 pounds	X		X			
Pushing/Pulling 25-50 pounds	X					
Pushing/Pulling over 50 pounds		X				
Reaching above shoulder height		X				
Reaching below shoulder height		X				
Reaching at shoulder height		X				
Talking			X			
Hearing						X
Vision						X

I acknowledge I have reviewed the content of this job description and understand that if I have any physical limitation or require any accommodations in order to perform my job I must immediately inform the HR Department.

Employees Signature: _____ Date _____

This job description may change from time to time at the discretion of the company.

Job offer conditional on successful completion of Drug/Alcohol test and other Test that is requisite for the job.