

JOB NUMBER: 10043	MOLDING OPERATOR I	REVISION: C REVISION DATE: 04/18/11
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DEPARTMENT:	Operations
REPORTS TO:	Supervisor, Molding
ORIGINAL DATE:	December 2, 1994
EEOC CATEGORY:	7
PAY GRADE:	05
FLSA STATUS:	Non-exempt/Hourly
ICR CATEGORY:	III

SUMMARY OF DUTIES

This position performs a variety of tasks and operates molding equipment to produce quality molded plastic parts. Responsible for overall product quality.

ESSENTIAL FUNCTIONS PERFORMED

- Packages and weighs the product and makes labels.
- Inspects parts visually and using measuring tools; documents results and ensures compliance to drawings and specifications; performs testing of products, as required.
- Re-starts molding and auxiliary equipment, as required.
- Makes minor adjustments to processes, as requested.
- Anneals products as required by the router; documents information as outlined in the manufacturing process specification (MPS).
- Ensures that work areas, machines and equipment are clean and orderly.
- Makes computer entries.
- Assists in the training of new Molding Operators, as requested.
- Operates more than one molding machine, as required.
- Performs re-inspection, re-work, sorting and cleaning of plastic parts, as requested.
- Performs other related duties and tasks as required.

ESSENTIAL PHYSICAL/ENVIRONMENTAL DEMANDS

- Lifting - **Not to exceed 50 lbs. – local practice may apply.**
- Writing
- Sitting
- Standing
- Bending
- Vision
- Color perception
- Depth perception
- Reading
- Field of vision/peripheral
- Fine motor skills
- Noise
- Chemical vapors
- Soldering fumes

SUMMARY OF MINIMUM QUALIFICATIONS

- Education and **or** experience equivalent to a high school diploma.

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- **Three** months of medical device manufacturing experience.
- Ability to read and understand written instructions.
- Ability to follow oral instructions.
- Ability to learn about and remember key information about parts molded in the department.
- Detail oriented.
- Good manual dexterity and the ability to perform manual tasks requiring some fine motor skills.
- Demonstrated human relations and effective communication skills.
- Ability to work overtime is required.
- Demonstrated computer skills preferably spreadsheets, word processing, database and other applicable software programs.

COMPETENCIES

- GMP/MPS/QAP
- Inspection/documentation
- Packaging/labeling
- Start/stop molding equipment/auxiliary equipment
- Computer skills
- Annealing documentation
- Equipment/mold cleaning
- Process adjustments

COMMENTS

Infectious Control Risk Category III:

The risk category explains whether or not employees are likely to come into contact with blood or body fluids while performing their jobs. Risk category III states employment and procedures that do not require exposure.