

Position Description

Position Title	Roll Line Operator		Date	06/14/2019
Role Reports To	PRODUCTION SUPERVISOR OR TEAM LEAD	Location	Springville	
Prepared or Approved by			This is a:	<input type="checkbox"/> New Position <input checked="" type="checkbox"/> Revised Position

POSITION SUMMARY

Safely perform the tasks required to facilitate the efficient production of high quality roofing products. This encompasses production from the raw material state to the final packaging of products. These tasks may require the operation of various types of machines or controlling various types of processes.

ESSENTIAL DUTIES

- Strictly follow all plant safety guidelines and report any safety concerns to the supervisor
- Utilize the proper PPE for each task performed and maintain PPE in a safe and usable condition
- Operate equipment and perform tasks as instructed or trained by your supervisor or experienced personnel
- Monitor the quality of product as it moves through the production process and alert supervisor of potential out of compliance issues
- Perform start up and shut down activities as directed from the supervisor
- Actively participate in cross training across the various line positions in the plant.
- Maintain accurate counts and document products being produced or used as required for the position
- Keep the production line organized, clean and free of any hazards
- Grease, adjust or clean specific parts of the production line in support of an Autonomous Maintenance Program
- Accomplish safety targets set by supervisors and management

OTHER DUTIES AND RESPONSIBILITIES

- Train Laborers and new Machine Operators
- Perform General Laborer duties as required to meet production needs
- Attend safety meetings, conduct safety audits
- Safely perform all other duties as required by supervisor on an as needed basis

MINIMUM KNOWLEDGE AND SKILLS

- Must have 20/20 or corrected 20/20 vision
- Possess the skill to teach and motivate others to successfully perform their tasks
- Employee must be able to safely lift 70 pounds without difficulty
- Employee can perform repetitive strenuous work under varying climates and conditions
- Employee must have full range of motion and able to stand for long hours
- Hand writing must be clear and legible
- Ability to count and organize documentation

PREFERRED OR DESIRED QUALIFICATIONS

- Experience working in a fast paced manufacturing environment
- Basic mechanical aptitude and troubleshooting skills
- Experience with batch making process

FISCAL RESPONSIBILITY

None

SUPERVISORY RESPONSIBILITY

No direct reports but responsible for the General Laborers on the line

WORKING CONDITIONS

Work various hours dependent upon business requirements, including overtime and weekends if required. Temperatures may vary from very hot in the summer to cold in the winter months.

PHYSICAL DEMANDS

Position requires lots of lifting, stacking, standing and bending through the course of the day. May be required to lift approximately 70 pounds numerous times through the shift

The above declarations are not intended to be all-inclusive of this position's duties, responsibilities and requirements to do this job. They are intended only to describe its general nature.

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