



Position Title: Production or Assembly Line Worker

Job Responsibilities: The general responsibility of a Production worker includes operating and maintaining equipment in a factory or warehouse, preparing items for distribution, assembling and checking product parts, ensuring that all machinery runs smoothly, and assisting in the shipment of items. While the general product worker responsibility encompasses the work of the assembly line worker, the specific responsibility of the Assembly line worker include producing and/or assembling components or an integrated final assembly of product. The goal of the assembly line worker is to ensure the part or product assembly is produced “right” the first time and on time, to meet the specifications (acceptance standards) for use in the consumer market. Rather you are hire as a general production worker or an assembly line worker, both jobs offer a great opportunity with career path for an individual with great attendance, attitude, and work ethic!

Key Duties:

- Start assembly and production machinery at beginning of shift
- Monitor equipment to ensure that products are being assembled properly
- Ensure that workstation is clean and free of hazardous materials
- Address concerns with production equipment and machinery and make repairs when necessary
- Ensure equipment is clean at all times
- Observe and removes faulty product parts from assembly line
- Inspect assembled products to ensure they are in line with quality standards
- Affix labels, company logos, and other exterior details to products
- Pack completed products and prepared them for shipment
- Keep factory floor clean
- Unload, organizes, and stocks shipments
- Adhere to all safety guidelines dictating the production and handling of materials within the factory
- Ensure that all production deadlines are met
- Report issues or production concerns to immediate supervisor

Skills and Qualifications:

- Good communication skills
- Excellent hand-eye coordination
- Ability to create and interpret technical documentation
- Willingness to work in flexible shifts

Assembly Worker Education and Training Qualifications:

- High school diploma or GED equivalent
- Able to stand long hours on manufacturing plant floor
- Some on-the-job training specific to the equipment the candidate will be using
- Work as a team within the production area
- Read and follow work instructions
- Ability to lift tools or parts from 2 to 10 lbs.
- Ability to effectively respond to basic questions from the production team, managers, and customer.