



Operator Helper Description

General Purpose of the Job:

Setup and package finished product in accordance with customer specifications. This includes driving a lift truck, operating the bagger, palletizer and other packaging equipment which includes repetitious reaching up and out to hang super sacks for semi-bulk packaging. Other responsibilities include assisting the mixer and process operators in their job functions as well as contribute to daily housekeeping throughout the work area and warehouse. Must successfully complete HA-Internationals Operator Helper job certification within 6 months of being employed.

Essential Functions:

Employee must meet and continue to display compliance of all the requirements documented on our Operator Helper Job Certification.

Safety

- Maintain a safe work environment
- Perform all duties with a strong focus on safety
- Follow all safety rules and regulations at all times
- Must be knowledgeable of safety regulations and proper PPE
- Actively contribute towards the improvement of safety

Attitude

- Will always convey a positive attitude towards others
- Will positively contribute to the improvement of the plant

Packaging

- Setup package containers (cages, boxes).
- High frequency/repetition of hanging super sacks (reaching up and out)
- Operate bagger and palletizer for 50# bagging operation.
- Package and label finished goods in accordance with customer specifications.
- Fill out associated packaging paperwork.

Material Handling

- Operate lift truck for handling both raw and finished goods.
- Stage packaging sacks, boxes, cages and pallets.
- Remove packaged material from lines and move to designated warehouse location.

Miscellaneous

- Able to fulfill the process operator role.
- Assist mixer and process operators as required, supporting the efficient production of finished goods i.e. staging raw materials, product sampling and QC testing, changeovers, system and equipment cleanout, and other duties as assigned.
- Maintain a safe and clean work area including warehouse. Clean up and report any spills properly.
- Communicate effectively with coworkers and management.

Knowledge and Skills:

- Good communication skills
- Ability to work independently and safely
- Team player
- Can perform multiple tasks
- Mechanical aptitude
- Knowledge in the operation of a lift truck

Education and Experience:

High school diploma or GED with a minimum of one year in manufacturing facility is preferred.

Physical Requirements:

Lift up to 100 pounds, medically qualified to wear respirator.

Physical: Sitting, carrying, crawling, reaching, handling, fingering, feeling, talking, hearing and seeing, climbing (ladders of various height), maximum lifting of 100 lbs., with frequent lifting of up to 50 lbs.

Aptitudes: Must possess the ability to understand the meaning of words and their ideas, as well as instructions and their underlying principles. Perform arithmetic operations quickly and accurately, and possess eye-hand motor coordination.

Temperaments: Must have the ability to accept responsibility, perform duties under stress, adapt to situation requiring preciseness, and adapt to changing duties and responsibilities. Must be able to adapt to situations involving the interpretation of feelings, ideas, or facts; be able to influence people in the opinions, attitudes, or judgements, and be able to generalize, evaluate, make decisions, and perform repetitive work.