

Finishing Operator

Job Description

The Finishing Operator is responsible for the steps within the Finishing process. Those workstations include back slitting, laminating, adhesive application, die cutting, power cutting, embossing, Zund operation, Pick-n-Peel, and pre-mask. Typically, Finishing Operators are trained on one of these job tasks at a time, but will be cross trained for multiple steps/job tasks within the Finishing process.

Responsibilities:

- Operates equipment safely and as intended.
- Practices good communication and transition of job orders between departments to realize company objectives.
- Pay close attention to details when reading job orders, product descriptions, following processes, machine operations, etc.
- Assists in monitoring and communicating inventory level(s) of transfer adhesive, premask and laminating film, ejection material, steel rule, etc. to assure on-time completion of department workload.
- Assures on-time completion of product and documentation of preventive maintenance requirements.
- Works with co-workers/colleagues/teammates, along with the Shift Lead/Dept. Supervisor, to communicate deadlines and departmental goals.
- Recommends innovations that improve product and process quality, productivity, and costs.
- Assures safe and efficient operation of all department equipment.
- Maintains department housekeeping in accordance with company standards.
- Adhere to the policies as listed in the VMS Employee Handbook.

Minimum Qualifications

- One to three years' related manufacturing/production experience and/or training; or an equivalent combination of education and experience.
- The ability to accurately read a tape measure and other measuring devices.
- Strong organization, time management, problem-solving, and multi-tasking skills.
- Self-starter with ability to work independently with minimal supervision.

Education / Experience

- High School diploma/GED or equivalent required