

01/09-W

**ENVISION
POSITION DESCRIPTION**

JOB TITLE: Production Associate-Fulfillment-Amplas

STATUS: Qualified/Full-Time/Hourly/Direct

SUPERVISOR: Plant Manager

JOB FUNCTION:

To remove product from conveyor, inspect to specifications and hand pack in appropriate boxes.

ESSENTIAL FUNCTIONS:

- * Responsible for your own safety performance and maintaining a concern for others through good safety attitude.
- * Responsible for maintaining Quality Standards.
- * Responsible for maintaining production and scrap standards.
- * Possess a good work attitude and a willingness to carry out instructions, and other duties as required, while working with all Envision employees as a team.
- * Communicate with other personnel concerning operation, safety and overall performance of equipment and process.
- * Must actively participate in Envision Safety Programs.
- * Must maintain Envision Attendance Standard.
- * Responsible for housekeeping in immediate work area.
- * Must be able to stand for 2 hours at a time without the opportunity to sit down.
- * Ability to move, place or lift up to 25 pounds frequently.
- * Perform tasks that require frequent bending and twisting.
- * Ability to remove counted, stacked bags from all positions on the indexing

conveyor.

- * Ability to assemble boxes for daily production.
- * Ability to close box properly and put it through the tape machine.
- * Ability to keep up with moderate-speed conveyor line.
- * At roll change, help unwind the machine scrap left on the cores and put scrap film and cores in proper containers.

REQUIREMENTS:

- * Manual and finger dexterity; exposure to arm and wrist fatigue.

MARGINAL FUNCTIONS:

- * Perform miscellaneous tasks that require manually moving materials, tools, equipment and supplies.

This job summary does not imply that these are the only duties to be performed. Other tasks may be required for the effective operation of the department.