



JOYCE/DAYTON CORP.
Job Description

Position Title: Shipping & Paint Operator

Reports To: Materials Control Supervisor

Qualifications:

- Minimum of a high school degree and or related experience commensurate with position responsibilities.
- Strong written and verbal communication skills.
- Basic understanding of equipment and processes in area of responsibility.
- Effective people skills.
- Minimum Requirements:
 - Basic crane and forklift experience including forklift certification.
 - Basic product knowledge and blue print reading skills.
 - Capable of understanding and following routing information.
 - Basic knowledge of inventory system.
 - Trouble shooting capabilities.
 - Basic record keeping abilities.
 - Ability to effectively train new operators.
 - Proven ability to inspect work and meet quality expectations.
 - Ability to identify and share process improvement ideas.
 - Ability to operate saw and hand tools
 - Ability to effectively operate and maintain all paint equipment.
 - Ability to meet customer quality parameters related to paint finish.
 - Preference of at least 1 year proven experience in a manufacturing environment.

General Responsibilities:

- Coordinate efforts to safely and efficiently produce product that meets all quality parameters.

Specific Responsibilities:

- Ability to communicate with and work closely with others including scheduling and product control.
- Continually monitor and inspect the finished good product throughout the packaging/crating process.

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- Visually inspect parts during packaging/crating and take any necessary actions to correct imperfections.
- Ability to perform testing and complete documentation as required by the customers.
- Ability to monitor and communicate inventory concerns.
- Commitment to delivery requirements and overall customer care.
- Advanced planning and organizational skills.
- Proven ability for paint application to meet customer requirements.
- Perform other duties as assigned.

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