



# HEALTH LINE

MEDICAL PRODUCTS

## Machine Operator

### Job Summary

Ensure procedures for production operations are properly followed in accordance with Quality Policy Manual. Understanding cGMP, safety, production, processing, and handling of non-conforming material per the Quality Manual.

### Supervision Received

- Must work as a team with minimal supervision
- Reports directly to Production Manager

### Essential Duties and Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- May be responsible for Inspection, Material Handling, Safety, Shipping, and Receiving
- Ensures that quality control procedures and methods are being followed per the Quality Manual
- Maintains the segregation of non-conforming materials and products
- Must read and speak English
- Work well with other team members
- Understand daily and long-term goals
- Attention to detail
- Quality-conscious
- Basic computer skills
- Boxing and Labeling
- Machine Operation

### Desired Minimum Qualifications

The requirements listed below are representative of the knowledge, skill, and/or ability required for this position.

- Manufacturing experience or capability

### Essential Required Training

- Understanding of Quality Management Systems
- Familiarity of ISO 13485:2003 and 21CFR 820 requirements

### Physical Requirements

The physical requirements listed in this section include, but are not limited to, the motor/physical abilities and skills required to undertake the duties and responsibilities of this position. In accordance with the Americans with Disabilities Act (ADA), reasonable accommodations may be made to empower individuals with disabilities to undertake the essential duties and responsibilities of the position.

While undertaking the essential duties and responsibilities of the position, the employee must repeatedly sit, listen, speak, and write, and/or type. The employee is required to go to all areas of the company. Employee must be able to travel to and from work independently.

### **Compensation and Benefits**

- \$13.00 to \$16.00/hour, D.O.E
- Benefits:
  - Health insurance
  - Dental insurance
  - Vision insurance
  - PTO

### **Section Guidelines**

- Formal application
- Rating of education and experience
- Oral interview
- Reference check

### **Disclaimer**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.