



## California Lead Flexographic Press Operator

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**Department:** Label

**FLSA Status:** Non-Exempt

**Work Schedule:**

Monday – Friday, 2<sup>nd</sup> shift, 2 p.m. – 10 p.m.

**Positions Supervised:** None

**Job Status:** Full-Time

**Reports To:** Plant Manager

**Amount of Travel Required:** No travel required

### POSITION SUMMARY

The California 2<sup>nd</sup> shift Lead Press Operator is responsible for operating a Mark Andy printing machine and providing guidance and training to other Flexo Press Operators. In addition, this individual will assist with after-hour Shipping responsibilities. This position is also responsible for keeping the Shop in compliance with 5S standards. At the end of the shift, this position will also lock up the Shop and communicate with 1<sup>st</sup> shift crew.

### REASONABLE ACCOMMODATIONS STATEMENT

To perform this job successfully, an individual must be able to perform each essential job function satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

### ESSENTIAL FUNCTIONS

- Inspect and examine printed products for print clarity, color accuracy, conformance to specifications, and external defects.
- Examine job orders to determine details such as quantities to be printed, production times, stock specifications, colors, color sequences, and anilox BCM.
- Select and install printing plates, rollers, feed guides, gauges, screens, stencils, dies, and cylinders in machines according to specifications, using hand tools.
- Monitor feeding, printing, and racking processes of presses to maintain specified operating levels and to detect malfunctions, making adjustments as necessary.
- Blend and test inks, stains, and solvents according to types of material being printed and work order specifications.
- Pack and label cartons, boxes, or bins of finished products.
- Coach, mentor, and teach operators to improve Safety, Quality, and Productivity
- Be the first response to safety, quality, and productivity troubleshooting
- Actively participate in 5s and audit processes

- Understand shop floor metrics and being responsible for the team's results vs. targets
- Other duties as assigned

## POSITION QUALIFICATIONS

### Competency Statements

- **Accountability:** The extent to which an individual is willing to accept responsibility.
- **Adaptability:** The extent to which an individual can fit into a changing work environment.
- **Communication, Oral & Written:** The extent to which an individual communicates with clarity, actively engaging in conversations in order to clearly understand others' message and intent, and received and processes feedback.
- **Coaching and Development:** The ability to provide guidance and feedback to help others strengthen specific knowledge/skill areas needed to accomplish a task or solve a problem.
- **Leadership:** How well the individual motivates and guides others to ensure performance in accordance with clear expectations and goals.
- **Problem Solving:** The ability to recognize courses of action which can be taken to handle problems or potential problems.
- **Safety Awareness:** The ability to identify and correct conditions that affect employee safety.

## SKILLS & ABILITIES

### Required Education

- High School Diploma or GED

### Preferred Education

- Technical Certification or Associates Degree in printing processes.

### Required Experience

- One to Five years previous flexographic printing experience.

### Computer Skills

- Must have working knowledge of the use of a PC and Microsoft Office (Word, Excel, Outlook)

## PHYSICAL DEMANDS

### Physical Demands

Stand	C (Constantly)	<b>Lift/Carry</b> 10 lbs or less	C (Constantly)
Walk	F (Frequently)	11-20 lbs	F (Frequently)
Sit	O (Occasionally)	21-50 lbs	F (Frequently)
Handling / Fingering	C (Constantly)	51-100 lbs	F (Frequently)
Reach Outward	F (Frequently)	Over 100 lbs	O (Occasionally)
Reach Above Shoulder	F (Frequently)	<b>Push/Pull</b>	
Climb	O (Occasionally)	12 lbs or less	C (Constantly)
Crawl	O (Occasionally)	13-25 lbs	F (Frequently)

Squat or Kneel	O (Occasionally)	26-40 lbs	F (Frequently)
Bend	F (Frequently)	41-100 lbs	O (Occasionally)

**N (Not Applicable)** Activity is not applicable to this occupation.  
**O (Occasionally)** Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)  
**F (Frequently)** Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)  
**C (Constantly)** Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

**OTHER PHYSICAL REQUIREMENTS**

- Vision (Near, Distance, Peripheral, Depth Perception)
- Sense of Touch
- Ability to wear Personal Protective Equipment (PPE) (Hearing protection, safety glasses, goggles, or shields, cut gloves)

**WORK ENVIRONMENT**

Work is performed indoors in a manufacturing setting with regular exposure to cold, heat, noise, and moving machines/equipment.

Equal Opportunity Employer-Disabled/Vets

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate.