



## **JOB DESCRIPTION PRODUCTION OPERATOR**

Department: Production  
Division: Revolv Manufacturing  
Reports to: Production Supervisor  
Date Revised: 6.22.2021

### **POSITION SUMMARY:**

The Production Operator will work independently or with other production team members to ensure completion of production requirements such as: loading and unloading molds, operating rotational and vac form machines and related equipment, conducting secondary operations to the molded components, conducting fiber glassing tasks, and conducting final assembly operations.

### **SUPERVISORY RESPONSIBILITIES:**

- None

### **PRIMARY DUTIES AND RESPONSIBILITIES:**

- Conduct and inspect tool/mold changes, assembled components, routing, flaming, fiber glassing etc.
- Ensure paperwork/procedures are being followed
- Support continuous improvement initiatives
- Promote positive and productive working environment
- Suggest cost savings or cycle time reduction ideas
- Be flexible to support various operations within the department
- Document updates to work instructions as required
- Verify paperwork/procedures are being followed
- Keep work areas clean and organized
- Other duties as assigned
- Other duties as assigned

### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Experienced in the production part processes
- Good organizational skills, self motivated, flexible, and able to prioritize
- Physical ability to handle parts and materials up to 60 pounds and to work long days in a warm environment
- Experienced with rotational molding and assembly processes and equipment
- Experienced in the production part processes
- Ability to work well with independently or with a team.
- Excellent organizational skills and attention to detail.
- Other duties as assigned.

**MINIMUM QUALIFICATIONS EDUCATION AND EXPERIENCE:**

- High School Diploma or equivalent

**ACKNOWLEDGEMENT**

This position description does not constitute an employment agreement between Revolv Manufacturing and the employee and is subject to change by Revolv Manufacturing as the needs of Revolv Manufacturing and requirements of the job change.

Revolv Manufacturing is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. Revolv Manufacturing will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with Revolv Manufacturing.

Employee signature below indicates employee's understanding of the duties and requirements of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

## PHYSICAL DEMANDS/WORK ENVIRONMENT

The physical demands and work environment characteristics described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Work is performed in a standard office environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**In an average hour work day, this job requires:** (Check full capacity for each activity).

	(number of hours)							
Sit	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Stand	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input checked="" type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Walk	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input checked="" type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8

**On the job you:**

	Not at all (0%)	Occasionally (1-33%)	Frequently (34-66%)	Continuously (67-100%)
Bend/Stoop/Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climb Heights/Ladder	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reach above shoulder level	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kneel/Crouch/Crawl	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Balance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Push/Pull/Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**On the job you lift/carry:**

	Not at all (0%)	Occasionally (1-33%)	Frequently (34-66%)	Continuously (67-100%)
Up to 10 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11-24 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
25-34 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
35-50 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Over 50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**This job requires:**

	Yes	No	Comments
Working on unprotected heights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Being around moving equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On the manufacturing floor
Exposure to marked changes in temperature or humidity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On the manufacturing floor
Exposure to dust, fumes and gases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On the manufacturing floor
Working in restricted spaces	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Exposure to elevated noise levels for extended periods of time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On the manufacturing floor
Exposure to cleaning chemicals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Operation of equipment and/or machinery	<input type="checkbox"/>	<input type="checkbox"/>	General office equipment (copier, computer, telephone etc.)
Use of hands for repetitive action	<input type="checkbox"/>	<input type="checkbox"/>	Extensive computer keyboard use

**ACCEPTANCE STATEMENT**

I have carefully read, understand, and accept the position description, including the qualifications, requirements, and physical demands, with or without reasonable accommodation, of the position of Controller at Revolv Manufacturing. If employed, I certify that I can and will perform the primary duties and responsibilities of the position. Management reserves the right to change job responsibilities, duties and hours as needs prevail. This document is for management communication only and does not indicate a written or implied contract of employment.

**Acknowledgement of Review**

I acknowledge that I have read the information presented above and I understand the expectations set forth hereto.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Revolv Manufacturing Supervisor Signature

\_\_\_\_\_  
Date