

Job Title	<i>Bare Operator</i>
Employee Classification	<i>Non-Exempt/Full-time</i>
Employee Reports To	<i>Production Supervisor</i>

Job Purpose

The Bare Operator sets up and operates machines that slit and prepare rolled metal.

Duties and Responsibilities

Primary Duties

- Set and maintain slitter heads, overarm separators, leveler rolls as well as maintain the associated tooling and lubrication system levels
- Spilt continuous lengths of material to specified widths with very close tolerances
- Verify dimensions per specifications.
- Visually monitor machine and processed materials.
- Responsible for checking all information on production orders and completing quality checks on each job.
- Perform machine adjustments and routine maintenance.
- Operating a variety of mobile equipment including, but not limited to; forklift and overhead crane.
- Operates slitters to slice aluminum coils into narrower widths.
- Performs setups and tooling changes
- Loading and unloading of aluminum coils with overhead cranes and forklifts.

Secondary Duties:

- Perform other duties as assigned
- Cross-train on other machines

Qualifications

- High school diploma or equivalent
- Previous manufacturing experience preferred
- Ability to read and comprehend simple instructions, ability to write simple correspondence
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Must have organizational skills with an ability to prioritize and multi-task
- Must possess good problem-solving skills.
- Ability to communicate effectively both verbally and in writing
- While performing the duties in this role, the employee is regularly required to stand. The employee is frequently required to walk; use hands to finger, handle, or feel; reach with hands and arms and talk or hear.
- Ability to frequently lift and/or move up to 50 pounds.

Direct Reports

- None

Conclusion

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed within this job. However, this job description is not intended to be an exhaustive list of responsibilities, duties, qualifications or physical demands associated with the position.

Approved by:	
Employee Signature:	
Date Approved:	