



## **JOB DESCRIPTION**

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**TITLE:** Production Operator  
**DEPARTMENT:** Assembly/Mold/Wire/Terminal  
**REPORTS TO:** Production Supervisor  
**POSITION:** Hourly – Non-Exempt  
**REVISION DATES:** 5/2005, 5/2011

**POSITION SUMMARY:** Run a production machine or assemble product according to customer requirements of quality, cost, and time using the most economical means.

### **GENERAL RESPONSIBILITIES:**

1. Run a production machine and understand its operation or assemble product to customer specifications.
2. Maintain proper counts and complete labor cards correctly. Report all scrap.
3. Assist the Production Supervisor/Lead Person in achieving scheduling requirements.
4. Use and read measuring equipment as required. Includes micrometers, rules, calipers, strip gauges, and pull tester.
5. Complete charting as required by Q.C. Department standards.
6. Work closely with Q.C. to assure conformity of product to customer requirements.
7. Assist in the maintenance of tooling and equipment.
8. Maintain a clean and safe work area.
9. Pursue ongoing goal of cost reductions.
10. Perform other related duties as assigned.

All of the above essential functions require varying degrees of independence, judgment, and discretion and the ability to be mobile within the work area.

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**Minimum Qualifications:**

**Education:** 10<sup>th</sup> Grade education.

**Experience:**

**Preferred Qualifications:**

**Education:** High School diploma or equivalent (G.E.D.)

**Experience:** Previous assembly or production experience preferably in a wire harness assembly facility.

**Approval Authority, Mursix Corporation**

Department Head \_\_\_\_\_ Date \_\_\_\_\_

President \_\_\_\_\_ Date \_\_\_\_\_

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