**Roll Sheeter Machine Operator/ Bindery Operator**

Second Shift (2 PM - 10:30 PM)

**Essential Job functions include but are not limited to the following**

* Operates the Sheeter to cut roll stock to required sheet size
* Set up machine from roll stand to delivery
* Ensure that correct sheet length is logged in and verified by floor helper or another operator prior to start-up
* Remove cut loads from machine and place in staging/sheeted WIP area
* Challenge run speed throughout the shift and during each job change
* Run machine at or above standard average speed
* Empty waste bins and keep machine area clean
* Ensure that paper is not piled under the knife blade at the end of shift
* Ensure that all daily management boards, dashboards, housekeeping and 5S check lists are completed accordingly for your shift
* Ensure that appropriate contact relief is made and machine hand-off occurs during shift changes
* Adjusts machines and ensures that all mechanical parts are running smoothly
* Fixes and cleans all machines (Preventive maintenance and other general repairs)
* Responsible for understanding and adhering to all GMP, safety, food safety, SQF, HACCP and food defense procedures (training will be provided)
* Any other reasonable request from management

**Benefits**

* Health insurance
* Paid time off
* Dental insurance
* 401(k)
* Vision insurance
* Tuition reimbursement
* Life insurance
* 401(k) matching
* Referral program
* Employee discount
* Flexible spending account
* Health savings account