



**BoloNet**

## **Machine Operator (Match & Merge)**

Reports to Lead Hand, Match & Merge

Department: Match & Merge

### **Job Summary**

The Machine Operator processes jobs daily which involves the merging of plastics on to the carrier. The Machine Operator communicates daily with the lead hand as well as provides direction to the Machine Operator catcher as well as following up with other operators to ensure the daily jobs are ready to process.

### **Primary Responsibilities**

- Set-up machine to change over from job to job as per customer requirement.
- Ensure plastics and carriers' match.
- Ensure schedule is being followed day to day.
- Communicate to the catcher all job details.
- Basic maintenance is done on the machine when required.
- Fill up the glue system and change attaching tape when required.
- Monitor the Software system and handle errors as per SOP's.
- Feed plastics and carriers in their respective hoppers
- Set-up merge position

### **Secondary Responsibilities**

- Train catcher to understand the functionality of the machine.
- Assist in other production related duties assigned.
- Ability to provide direction to catcher.

### **Work Experience:**

- 1 – 3 years' experience working with machinery in a manufacturing environment is an asset
- Must be able to read and write in English.
- Experience with Datatrak or Matchmate system is an asset.

### **Skills and Competencies:**

- Good communication and reading skills
- Excellent organizational and time management skills
- Good memory and attention to detail
- Work under minimum supervision



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### **Education:**

- Completed high school diploma or some post education is preferred

### **Working Conditions**

- Noisy work environment.
- Smock must be worn in designated area.

### **Physical Requirements**

- Ability to lift up to 20 lbs. if required.
- Required to stand for extended periods of time.

### **Additional Information**

\*This job description is not intended to be all inclusive. The candidate hired will also perform other reasonable related business duties as assigned by the supervisor. The company reserves the right to revise or change job duties as needed. This job description does not constitute a written or implied contract of employment.

BoloNet Inc and their Client for this position are equal opportunity employers and values diversity in its workforce, encouraging applications from all qualified individuals.

By applying to this position you are confirming you possess either a Canadian citizenship, permanent resident status or valid work permit.

**Please note:** Reference Checks, Credit Checks and Criminal Background Checks will be administered on suitably qualified candidates.