

Job title	Inspector Packer
Reports to	Shift Supervisor/Group Leader
Supervisory Responsibilities	None

Job Description

The inspector/packer position requires inspecting molded parts from Injection molding machines to ensure only acceptable parts are packed into customer-approved containers. Inspectors/Packers must act in compliance to ensure the established procedures are performed.

Duties and responsibilities

- Must be safe-minded following all rules and procedures.
- Quality-driven job performance to ensure the requirements of the customer are met.
- Trained in basic aspects of Inspector/Packer job role.
- Molded parts must be inspected/packed based on the developed procedures
- Utilizing all required safety/operational equipment to perform the job, i.e. (cotton gloves, cut-resistant sleeves/gloves, trim knife, etc.
- Utilizing documents, forms, and general process information:
 - (M2-Assembly/Packing Process)
 - (M3-Inspection Process)
 - (Job Procedure Board)
- Check totes/carton labels being placed on packaging to ensure parts are correctly identified before being moved to QA audit.
- May require performing a secondary operation such as trimming, clipping, bagging, assembly, or welding to complete the finished parts.
- Check system tablet information to ensure the correct part # matches the molded part.
- Follow company rules associated with Break and Lunch periods.
- Understanding good housekeeping is a critical priority for the business
- Assist as directed by supervision/shift leads, including performing QA audits/rework/table work, etc.
- Perform other tasks as directed by their supervisor or other plant management.
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Required skills/Abilities

- Must be able to communicate effectively with shift lead/supervisor to improve the shift.
- Requires the ability to be a focused and detail-oriented employee who can make decisions regarding part quality based on samples provided by the customer or a member of our team.
- Complete documentation as required by processes and procedures associated with their job function.
- Perform basic math.
- Read/comprehend job processes and procedures and perform them as written.
- Ability to distinguish variations in colors.
- Effectively communicate with all employees.
- Must be able to complete all written documentation as required for completion of the job.
- Learn basic scanning in the IQMS system and utilize the system in a working environment

Physical Requirements

- Ability to lift 40 lbs. frequently.
- Ability to stand for extended periods at the "Operator Workstation" to perform their assigned duties.