

Production Technician

July 11, 2020

Job Description

Overview:

The Production Technician position is currently a combination of three positions:

1. A Production Associate which work at various work cells on the production floor.
2. A Production Technician who becomes an expert on the automation equipment we use: start-ups, configurations, productivity, error recovery, and shutdown procedures.
 - a. CNC
 - b. Injection Molding
 - c. Flatbed Printer
 - d. Lamination Equipment
 - e. Robots (future)
3. and finally Marketing to assist with our website, social media, and pallet image processing.

The time spent in these three roles will vary based on need, but initially would be approximately 50% Production Associate, 35% Production Technician, and 15% Marketing. These ratios will change as the company grows.

As a Production Associate you are responsible for assisting in the manufacturing and assembling of our composite pallets. This is achieved by converting raw materials through a series of processes into a finished pallet. Activities include batching raw materials, laminating, operating wood saws, coating, assembly, injection molding, printing, quality control inspections, and testing.

Considering we are a start-up business and going through design iterations, the Production Technician must be comfortable handling a wide variety of tasks in a changing environment. He or she must be able to communicate effectively with other Production Associates and all other departments: Engineering, Administration, and the Management Team. The Production Technician will report to the Production Shift Manager and will work closely with all other departments in executing our strategic business goals.

Superior Performance Objectives:

- Uptime and Productivity of our Automation Equipment
- Ability to hit production rates at each production floor work cell
- Quality of the Finished Products
- Safety
- Cool and interesting images for our pallets
- Specific Marketing metrics: website, social media...
- Teamwork (360 Degree Surveys)

Requirements:

- Bachelor degree with applicable production experience.
- Intermediate to advanced computer literacy, including experience in MS Word, Excel, photoshop, and related software.
- Ability to run and troubleshoot automation equipment.
- Strong people skills – able to work under pressure with a positive attitude.
- Comfortable working in a production environment.
- Ability to read engineering drawings.

- Excellent written and verbal communication skills and strong organizational skills.
- Ability to apply analytical and interpretive skills to production problem solving and efficiency.

General Job Description:

- Assist in manufacturing processes of building pallets
- Optimize, Operate, and Maintain automation equipment
- Study and learn automation optimizing techniques
- Recommend and facilitate cost and time reduction processes
- Assist in product design improvements
- Understanding of photo editing software
- Strong grasp and knowledge of digital based marketing platforms
- Meet production requirements of Finished Goods daily
- Automation of difficult manual processes
- Achieving the required Production Requirements for Finished Good
- Software skills will include Microsoft Word, Excel, Photo editing software, and learning Microsoft D365
- Follow best practice Health and Safety Precautions
- Verify Finish Goods meet or exceed ACP's Quality Standards
- Ensure work areas are in a neat, clean, and ready to work condition
- Communicate effectively and efficiently with the Production Shift Manager of production standings, delays, or issues
- Maintain a positive, enthusiastic attitude.
- Take initiative, set priorities, and see projects through to completion.
- Strong production floor teamwork and communications
- Ability to communicate good or bad news
- Other duties as assigned.
- Ability to produce components consistently and accurately
- Ability to run all equipment such as saws, drills, spray coating, and general assembly equipment
- Demonstrate precise craftsmanship in all aspects of the job (fit and finish)
- Willingness to learn
- Operate Fork Trucks
- Apply adhesives and Assemble
- Use various Hand Tools
- Fabrication as well as general repair and maintenance of ACP production equipment as required
- Works from sketches/drawings to build subassemblies.
- Repair and maintain production equipment and facilities as required.
- Mutual respect for coworkers
- Assist in any way possible to help ACP be successful.

About Artistic Composite Pallets:

Artistic Composite Pallets manufacturers creative, quality, composite pallets using beautiful art and inspiring imagery.

To meet these goals, we provide a work environment that our people are proud of and committed to, where all employees have an opportunity to contribute, learn, grow, and advance based on merit. We



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ensure our people feel respected, are treated fairly, listened to, and are engaged. Above all, we want satisfaction from accomplishments and friendships, blended personal and professional lives, and to have fun as we compete in the marketplace.

In addition to exciting work at a growing company, we offer the following benefits:

- Health, Dental, and Vision Insurance
- 401(k) Retirement Plan with a company match
- Vacation and Holiday Pay
- Tuition Reimbursement
- Volunteer Work
- Company Social Events