



SPENCER PLASTICS, INC.
Job Description
Grinder Operator

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Department: Production

Revised date:
07/19/2016

General Responsibility

The process of physically taking runners to be reground into raw material to be re-used for future work orders.

Essential Duties and Responsibilities

- Process plastic sprue/runners with grinders into re-usable pellets
- Label and store different types of materials in inventory
- Basic inventory operations with the database system IQMS for reporting
- Clean the equipment and the dust filter system
- Clean grinders on a need basis when switching between materials
- Forklift operation
- Maintain a clean and safe work environment
- Adhere to Spencer Plastic's policies
- Take and follow directions well
- Read and understand in depth work instructions
- Communicate effectively with others

Education and Experience

- High School Diploma or GED required
- At least 6 months or more of manufacturing experience recommended

Physical Demands

- Ability to stand for long periods of time
- Capable of shifting or moving large containers in varying weight
- Exceptional grip strength with hands
- Ability to occasionally lift over 100 pounds
- Excellent depth perception, focus, and general vision

Work Environment

- Ability to safely work around moving mechanical parts
- Ability to work in extreme heat
- Moderate to heavy noise levels
- Sharp plastic sprue, sharp plastic shards, and plastic dust

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