

**Jainco Products, LTD.
Wrap Tite, Inc.**

6200 Cochran Road, Solon, OH



P. (440-349-5400) F. (440)349-5432

Position Description: Production Facilitator

Name:

Department Production

Summary: This position will make boxes, custom label product, Pack boxes, Label and palletize the boxes of finished product.

Requirements:

1. Work with Machine operators to produce product to within our customers specifications.
2. Perform quality checks on the product they make. (labels orientation is correct, all product is correctly labeled & Packed.
3. Must be able to meet the minimum parts per hour of production.
4. Must accurately report production numbers
5. Responsible General housekeeping of their area.
6. Wear required PPE and follow all safety rules.

Goals: As required by your supervisor.

Prerequisites: No experience required. This job can be done by a minor if proper work permit is available.

Exempt or Non Exempt: Non-exempt

Reports to: Supervisor

Pay Rate: Grade 1

Hours Worked: Part time position, 8:30 AM to 5: PM Monday through Friday. Two paid 10 minute breaks and one 30 minute unpaid lunch hour.

Overtime: Must have prior approval

Bonus Details: Not eligible.