

<b>JOB TITLE</b>	<b>Machine Operator</b>
<b>COMPANY</b>	Universal Paper & Plastics
<b>DEPARTMENT</b>	Roll Factory
<b>PURPOSE OF THIS POSITION</b>	
<p>The operator is to operate the machine optimally and to its maximum productive speed without impacting the quality of the product in a negative manner. The operator needs to be multi skilled and competent in operating all stations and fulfilling any responsibility of that station.</p>	
<b>JOB TASKS &amp; RESPONSIBILITIES</b>	
<p><b>Productivity</b></p> <ul style="list-style-type: none"> <li>– Preparation of jumbo rolls to be run on unwinder sections.</li> <li>– Cutting of slab waste from the jumbo reels.</li> <li>– Must be competent in the effective operation of the baling machine.</li> <li>– To record all data from jumbo rolls before and after they are run in the machine and fill in the necessary documents given for that station.</li> <li>– Responsible for the effective operation of the machine rewinder section of the machine.</li> <li>– Responsible for the effective operation of the core winder machine.</li> <li>– Responsible for checking the log saw quality.</li> <li>– Responsible for glue levels on the machine as well as ink station operations.</li> <li>– To ensure there is enough lubricant for log saw machine.</li> <li>– Responsible for the quality of product from the log saw.</li> <li>– Responsible for the effective operations of the wrapper.</li> <li>– Responsible for the product quality on the wrapper.</li> <li>– To change plastic rolls in the wrapper machine.</li> <li>– To make sure barcodes and labels are correct and in correct place for the product been run as well as to make sure that the packaging is properly sealed and aligned.</li> <li>– To ensure cookie off cut bags are in place for extractor and that full bags are removed.</li> <li>– Responsible for the quality of the product produced on the bundler.</li> <li>– Responsible for the effective operation of the bundler machine.</li> <li>– To change plastic rolls on the bundler machine.</li> <li>– Responsible for packing of baled products onto pallets.</li> <li>– To record all data and fill in the necessary documents given for all stations.</li> </ul>	<p><b>Ad Hoc</b></p> <ul style="list-style-type: none"> <li>– Assisting with ad hoc tasks and enquiries if and when required.</li> </ul> <p><b>Health and Safety</b></p> <ul style="list-style-type: none"> <li>– The operator is to operate the machine optimally and to its maximum productive speed without impacting the quality of the product in a negative manner.</li> <li>– The operator needs to be multi skilled and competent in operating all stations and fulfilling any responsibility of that station.</li> </ul>
<b>KNOWLEDGE, SKILLS &amp; ABILITIES REQUIRED</b>	
<ul style="list-style-type: none"> <li>– Must have skills in basic math.</li> <li>– Must be able to work in kg's, and mm.</li> <li>– Language ability: Must be able to converse, read and write in English.</li> <li>– Sound knowledge and understanding of the manufacturing process and procedure.</li> </ul>	<ul style="list-style-type: none"> <li>– Knowledge and understanding of basic Health and Safety regulatory requirements.</li> <li>– Good understanding of how machinery works.</li> <li>– Must have experience on machine operations.</li> <li>– Attention to detail is imperative.</li> <li>– Ability to work independently.</li> </ul>

MINIMUM REQUIREMENTS	APPLICATION
<ol style="list-style-type: none"><li>1. 2 to 3 years related working experience in the paper industry.</li><li>2. Minimum Qualification: Grade 12</li><li>3. Ideal: Crane Operating Licence</li></ol>	<ul style="list-style-type: none"><li>- Submit your CV to Romancia Buys via email <a href="mailto:rbuys@upap.co.za">rbuys@upap.co.za</a></li><li>- <b>Proof of qualifications must accompany the application.</b></li></ul>