



# GILES CHEMICAL ~ PREMIER MAGNESIA

## Company Form

Title: **Training Assessment – Birthing Operator**

Number: **R17-FM-100-198**

Owner: **Charles Huggins**

Revision: **00**

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Name:
Date:
Shift:
Supervisor:
Trainer:

### Birthing Operator Assessment

Has B Operator Assessment been completed? YES: _____ NO: _____ SCORE: _____	Initial Training		Employee Competent		Retraining	
	Date	Trainer	Yes	No	Date	Trainer
Maintains Audit form for expiry date code every two hours						
Ensures Birthing Label is Correct						
Operates wrapping machine safely and correctly						
Inspects Pallet is taped/wrapped securely						
Operate a Pallet Jack						
Properly Birth pallets into production						
Properly scan pallets into correct locations						
Properly Job on and Off MO's						
Ensures proper MO is being used						
Ensures proper label on finished pallet						
Understand proper pallet configuration and corner boards						
Conduct/Fill in on Quality Audits						
Maintains contact with expeditor						
Properly maintains compactor waste form						
Maintains Repack Raw Materials Form between Birthing Operator/Utility/Expeditor in Repack Facility						
<b>Interpersonal Skills</b>						
Takes responsibility for area						
Has good communication skills						
Is a Team Player						
Leads by example						
Fills out paperwork neatly and correctly						
Looks for areas to improve line efficiencies						
Comments						

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