



Position: Machine Operator
Team: Production

Rishi Tea is looking for skilled and enthusiastic individuals who would like to join our tea production staff as machine operators. This is your opportunity to learn to operate sophisticated tea packaging machinery in a fast-paced production environment. We are looking for individuals who want long-term full time employment with our fast growing company.

Shift:
1st, 2nd, 3rd and weekend shifts are currently available.

Job Summary:

To operate tea packaging equipment, pack product in shipping cartons and to ensure continuous line production. This is a skilled position.

Essential Functions:

1. Setup, troubleshoot, operate, disassemble and clean equipment; including teabag fillers, pouch fillers, vertical form fill & seal baggers, automatic scales, labelers, sealers, blenders and scales.
2. Must operate within the parameters of a food safe and certified organic environment.
3. Must follow all safety guidelines.
4. Must perform routine machine maintenance
5. Operates and provides support to other packaging lines.
6. Responsible for maintaining the highest quality of production.
7. Must meet or exceed production expectations.
8. Maintains a clean and organized work area.
9. Must complete all paperwork thoroughly, accurately and consistently.
10. Takes direction and works with others in a cooperative manner.
11. Provides direction to assigned support staff including temporary employees.
12. May assist in the training of new employees.

Additional Responsibilities:

Performs other tasks and responsibilities as assigned.

Qualifications:

A high school diploma or equivalent is required. A candidate must be able to demonstrate the ability to read and write in English, and demonstrate comprehension of basic mathematics; including counting, addition, subtraction, multiplication and division and the ability to convert measurements and to comprehend decimals and fractions. Good communication and organization skills are essential. Must have excellent attention to detail. The ideal candidate will be mechanically inclined with effective troubleshooting skills. They will demonstrate understanding of sanitation expectations in a food-packaging environment and show the ability and desire to work in a fast-paced and dynamic workplace.

Quality:

Must possess, demonstrate and follow all instructions, procedures and guidelines set forth in all applicable policies to assure continued quality product is produced.



Physical Demands:

This position requires extended periods of standing, walking, kneeling and crouching. Must be able to climb stairs during set-up and breakdown of packaging equipment. Must be able to repeatedly lift a minimum of 50 lbs. Must be able to move a minimum of 250 lbs with proper equipment. Will be required to reach inside of cramped machinery for set up , tear down and cleaning.

Working Conditions:

We have just completed construction on a brand new production facility which is brightly lit, climate controlled, very clean and full of pleasant aromas. Workers in our production area will be exposed to the hazards of an industrial environment including noise, dust and machinery with moving parts as well as platforms and ladders and lift equipment.

Company Policy:

Must follow company policies as outlined in quality and safety procedures and the Rishi Tea employee handbook.