

## ABOUT ID LABEL INC.

Join our growing company and make an immediate impact! Since 1994, ID Label has been one of the nation's leading manufacturers of custom barcode labels. Our solutions are used by thousands of successful organizations to keep their businesses moving with efficiency, speed and accuracy – critical requirements today, driven by rapid growth in e-commerce sales.

## SUMMARY:

A slitter operator is responsible for the preparation and processing of printed material. They are a vital support in the plant- packaging product, labeling boxes, and assisting pressman as needed. They have knowledge of the standard practices, materials, techniques, and processes used to manufacture ID Label products and are also responsible for quality control.

#### HOURS:

- Second shift, Monday through Thursday from 2:15 PM to 12:45 AM
- Training will be on first shift, Monday through Friday from 6:00 AM to 2:30 PM, for 2-4 weeks

## **KEY RESPONSIBILITIES:**

- Set up and operate cutting, slitting, folding, sheeting or laminating machines
- Examine job orders to determine job instruction
- Select, clean, change and install spacers and cutters
- Mount material on machine an replenish as needed
- Adjust feed and tension controls
- Respond to fault, error or alert messages
- Observe flow of material through machine to detect irregularities
- Make boxes and create box labels
- Package finished product per customer specifications
- Stack material on shelves; stage product on carts for finishing or on pallets for shipping
- Perform general machine maintenance; make minor repairs using hand tools
- Maintain records and obtain supervisor sign off for designated steps
- Complete jobs as assigned by due date, organizing as necessary to maximize efficiency
- Keeps work area in a clean and orderly condition; sanitize workstation following use
- Perform other related duties as assigned

#### **DESIRED BACKGROUND AND REQUIREMENTS:**

• Machine operator experience preferred

- High school diploma or general education degree (G.E.D.)
- Must have the ability to read and write simple instructions, correspondence and memos
- Must have the ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals
- Must have basic mathematical skills
- Must have good color perception and ability to pay high attention to detail
- Must be able to work well with others
- Must have good problem-solving ability
- Must be able to maintain good attendance
- Must be able to lift 50 lbs.

# BENEFITS

ID Label employees enjoy a wide range of benefits, including 100% employer-paid health premiums for employees, a generous 401(k) plan, paid time off and employee discount programs.