

# Braiding Machine Operator Job Description



<b>Job Title:</b>	Braiding Machine Operator
<b>Reports To:</b>	Production Manager
<b>FLSA Status:</b>	Non-Exempt
<b>Department:</b>	Manufacturing

## Job Purpose:

To operate various machinery in a safe and efficient manner by performing the following duties.

## Duties and Responsibilities

- Has complete understanding of each type of braiding equipment that US BioDesign uses within its manufacturing activities.
- Operates equipment as described within Work Instructions.
- Has great attention to detail to see and diagnose possible braided product defects.
- Ability to work with very fine wire and yarn without damaging it.
- Ability to read and understand drawings and specifications.
- Able to carefully handle small parts and manufacture to specifications.
- Produces assigned products in accordance with verbal and written instructions.
- Completes equipment set-up's in accordance with customer specifications and quality procedures.
- Records length of time and quantity of materials used for each job.
- Inspects parts and documents findings on appropriate paperwork as needed.
- Maintains work areas in a clean, orderly and safe manner to include returning tools to designated areas.
- Adheres to established policies and procedures paying special attention to safety regulations.
- Notifies management of product discrepancies, equipment malfunctions and/or personal injuries.
- Wears personal protective equipment in accordance with training guidelines.
- Performs other related duties as assigned.

## Supervisory Responsibilities:

None

## Key Skills and Competencies:

- GMP experience required
- Oral Communication Skills
- Written Communication Skills
- Reading Skills
- Dexterity Skills
- Math Skills
- Professionalism
- Organization
- Time Management

## Education / Experience:

At least 2 years in a cGmp manufacturing work environment (Medical Device/Pharma industry) required.

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**Employee Signature**

**Date**

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**Management Signature**

**Date**