

## **Do you enjoy working for a company that manufactures products to help improve and save lives? Come work for Genesis!**

Genesis Plastics Welding is an Indianapolis-based ISO 13485 certified contract manufacturer. We provide radio frequency (RF) welding and heat-sealing contract manufacturing of plastic products for medical, military and other industries for clients worldwide. We have been nurturing innovation through collaboration with our clients and supplier partners for nearly three decades.

We pride ourselves in staying abreast of the latest industry trends and technologies and taking the time to understand our clients' challenges while supporting their business needs and goals. By actively collaborating together we spark new ideas and produce viable answers that enable innovation.

### **Why work at Genesis Plastics Welding?**

- Competitive Pay
- Vibrant Work Culture
- Diverse Workforce
- On the Job Training
- Clean and Safe, Climate Controlled Environment
- Flexible Work Schedules
- Holidays and Paid Time Off
- Full Benefits
- Retirement Savings Match

**Job Title:** 2<sup>nd</sup> Shift Set-Up Technician/Team Lead

**Department:** Production

**Reports to:** Production Manager

**Full-time: 2<sup>nd</sup> shift:** 2:00PM to midnight (Monday – Thursday)

### **Position Summary:**

This position will act as a Set-up Technician/Team Lead for Production Operators on 2<sup>nd</sup> and be responsible for set up of machinery. This position will ensure all set-up processes, equipment and supporting systems operate to their maximum effectiveness.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- Ensure the safety and productivity of all employees assigned to designated shift
- Ensure security of facilities during designated shift hours
- Enforce all safety and processing procedures, report quality and safety concerns to Production Manager
- Communicate performance issues to Production Manager
- Responsible for setting up plastics/welding machinery and validating settings
- Testing products to ensure that they meet quality standards

- Carry out audits of operations to ensure that they conform to established quality standards and to recommend improvements as necessary. Maintain records of all set-ups.
- Notify the relevant managers of any shortfall in set-up quality standards of procedures and recommend preventive actions to ensure that company quality standards are maintained.
- Monitor processes to resolve any problems and remove bottlenecks.
- Direct shop personnel to ensure that they receive any necessary training and to resolve any production problems.
- Test set-up components and products to ensure that they meet all requirements.
- Address and resolve any technical problems arising in the assembly or welding of components and products.
- Maintain all required records of components and products assembled and any problems encountered.

### **Supervisory Responsibilities:**

Acts as Team Lead for all production employees on shift. Carries out responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; addressing complaints and resolving problems.

### **Required Skills/Abilities:**

Strong oral and written communication. Dependable. Punctual. Good mathematical skills. Strong attention to detail. Leadership skills. Ability to work independently or with a team. Basic computer skills preferred.

### **Education and Experience:**

Manufacturing or production experience preferred. Experience with setting up machinery. High school diploma or equivalent preferred but not required.

### **Physical Demands:**

Essential duties of this job include standing up to 10 hours per day. Frequent use hands and fingers to handle, or feel and reach with arms. The employee is occasionally required to walk; sit; stoop, kneel, crouch, or crawl and talk or hear. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.

Genesis Plastics Welding is an equal opportunity employer and committed to diversity. Qualified applicants will receive consideration for employment without regard to age, gender, race, color, religion, sexual orientation, gender identity, national origin, disability, age and veteran status or any other protected status required by applicable law.

