

Packaging Line Operator

Job Description

JOB TITLE: Packaging Line Operator

PRIMARY LOCATION: Fulton Brewery/2540 2nd St NE, MPLS MN

REPORTS TO: Packaging Manager

FLSA POSITION TYPE: Full-Time, Hourly

SHIFT: N/A

EXTERNAL POSTING DATES: N/A

POSITION SUMMARY:

Fulton's Packaging Line Operator is member of Fulton's packaging team and reports directly to the Packaging Manager. The Packaging Line Operator are responsible for the safe and efficient operation of Fulton's packaging equipment, as well as the cleanliness and organization of the areas of the production floor that packaging occupies. Successful Packaging Line Operators work with a team to transfer finished beer from brite tanks into cans, bottles, and/or kegs, while adhering to Fulton's quality standards.

ACCOUNTABILITIES:

1. "5 minutes early" - Punctuality is essential for Packaging Line Operators because many of their daily roles require working with a team to ensure safe, high quality, and efficient operation of packaging equipment. Without the full team assembled, work cannot begin, and many are left waiting for a few. Packaging Line Operators should arrive at Fulton, take care of personal needs and clock in with enough time to be standing at their assigned station 5 minutes before the start of their shift.
2. "0 minutes late from a break" - similar to the accountability above, punctuality is essential. Coming back on time for a break allows other team members to take their breaks at the correct time and reduces the time the packaging lines are operated short handed.
3. 100% - When assigned, fill out 100% of each packaging log and file with packaging lead or packaging manager when daily operations are complete.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist in the operation of Fulton's packaging equipment, including keging, canning and bottling.
- Assist in packaging team cellaring duties, including monitoring and adjusting brite tank CO2 head pressure, beer temperature and beer carbonation.

- Follow Fulton's standard operating procedures (SOPs) and Fulton's quality program, including running QC processes, when assigned.
- Prepare for next day packaging operations, including the loading and staging of required packaging materials and assisting in the preparation of product labels and packaging logs.
- Adheres to and advance Fulton's core values, company policies and safety culture.
- Work towards achieving departmental goals around efficiencies and yields.
- Work a shift at Fulton's Gran Fondo each May

PACKAGING OPERATIONS:

- Successfully meet or exceed the essential duties and responsibilities.
- Assist in the cleaning and sanitizing of packaging equipment, including the kegging line, canning line and bottling line.
- Assist in the completion of production reporting, as assigned.
- Communicate daily with equipment line lead and packaging manager to ensure the proper rotation and storage of finished goods and packaging raw materials.
- Communicate with the equipment line lead and packaging manager when issues are beyond an operators skill level.
- Clean and organize packaging areas.
- Maintain a clean and orderly work area, returning tools, equipment, and supplies to the appropriate storage areas after each assignment.
- Assist with the deep cleaning and maintenance of Fulton's packaging equipment.
- Learn new jobs / roles through Fulton's Packaging Team Training Program
- As the need arises, assist with extra duties throughout Fulton's organization.

OPERATOR EXPERIENCE LEVELS:

- No experience necessary.

MEETING ATTENDANCE:

- Attend the weekly Packaging Team Meeting
- Attend Shop Talk
- Attend Fulton's quarterly updates

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Packaging or manufacturing experience; formal packaging education, training, certifications, or accreditation are preferred. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

MATERIALS/MACHINES/EQUIPMENT USED:

- Forklift trucks, scissor lift and articulated boom lift.

- Cleaning agents and other hazardous chemicals.
- PLCs, VFDs, and HMIs on Fulton's packaging equipment.
- Desktop computer including an understanding of Google Suite, Microsoft Office Suite, and OrchestratedBeer (SAP).

IMPORTANT SKILLS AND ABILITIES:

- Must be 21 years of age or older at the time of application.
- Able to pass a post-offer, pre-employment background check.
- Obtain and maintain a forklift driver certificate.
- Self-motivated and able to work independently.
- Strong interpersonal skills.
- Thorough attention to detail.
- Desire to take initiative.
- The ability to efficiently prioritize tasks
- The ability to read and interpret manuals, schematics, and wiring diagrams.
- The ability to work flexible hours.
- Courteous, professional and polished demeanor.

PHYSICAL REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to sit, stand, walk, or be on your feet for prolonged periods.
- Able to read and follow written English instructions.
- Able to regularly twist, turn, kneel, climb, stoop, bend, crawl, lift and carry supplies and equipment weighing up to 55 pounds using appropriate techniques and tools.
- Able to maneuver packages of any weight above 180 pounds with appropriate equipment and/or assistance.
- Able to move palletized goods exceeding 500-pounds, using appropriate techniques and tools.
- Able to work in a factory/production environment which may be loud, slick, humid, cold, and hot.
- Able to work in indoor and outdoor environments with moderate noise and occasionally slippery floors.
- Able to comply with and enforce all health, safety, and personal hygiene policies and standards.

WORK ENVIRONMENT:

The work environment of a brewery is dynamic and ever evolving. The following are representative characteristics of the work environment an employee may encounter while performing the essential functions of this job:

- The noise level in a packaging facilities is frequently loud.

- The employee regularly works with pressurized vessels.
- The employee comes in contact with and has to handle sharp objects.
- The employee handles hazardous materials.
- The employee works near moving mechanical parts.
- The employee works on wet floors and with wet equipment.
- The employee works in a shared environment in close proximity to other team members.