



JOB TITLE: Stencil Operator

DEPARTMENT: Manufacturing Department

LOCATION: 2130 Progress Drive

NORMAL WORKING HOURS: Monday to Friday 7am to 3:30pm

REPORTS TO: Production Supervisor/ Spec II

POSITIONS SUPERVISED: None

Summary:

This entry level Stencil Operator position is responsible for placing stencil onto the fabric material by using a roller with paint.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Placing a screen stencil on a fabric material - Daily
- Print with repeatable results. - Daily
- Anticipate, recognize, and fixing possible issues with ink and screens. – Daily
- Run quality checks throughout the process. – Daily
- Verify the proper quantity has been screened before cleaning. - Daily
- Work with supervisor towards meeting performance standards. – Daily
- Maintain a safe and clean work environment. – Daily
- Support TAC's vision, value, culture, and commitment to excellent customer service to all customers and stakeholders. – Daily
- Other related duties as assigned

QUALIFICATIONS / REQUIREMENT

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Satisfactory results of Local and State Records background check. Negative results of Drug Screening.

LANGUAGE SKILLS

Ability to communicate information and ideas so others will understand.

MATHEMATICAL SKILLS

Knowledge of numbers and the ability to count.

REASONING ABILITY

Ability to apply common sense and an understanding to carry out instructions provided.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee frequently is required to sit, reach with hands and arms, and stand. The employee must frequently lift and/or move up to 20 pounds. Specific vision abilities required by this job include color vision.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

COMMENTS

This position will move to other work areas as business requires.

Person needs to have the ability to ask questions and voice concerns in relation to work and work environment.

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