

Pouch Machine Assistant

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Company: ePac Flexible Packaging

Location: Melbourne

Category: other-general

A bit about us: Have you heard? ePac has just landed in Australia and will be expanding throughout the country and even across the ditch! We are an awesome start-up who offer digital printing, lamination, pouch making, and roll stock engineered to serve the quick turnaround, flexible packaging market! ePac is the first flexible packaging company built from the ground up that is leveraging the latest wide-web digital printing technology from HP. ePac is built to harness the full power of digital technology, to deliver our customers exceptional on shelf presence in timeframes that allows them to be market nimble. A

bit about the role: Looking to start your career in the digital world? Look no further, launch into your career as a Pouch Assistant (PA) and best news is we train you on the job so not much experience is needed just a awesome can do attitude and team player. The Pouch assistant reports to the Production Manager and works with a team who are all going to be cross trained. Your go too, will be the Pouch Operator role to convert high quality pouches for ePac. This is a hands-on opportunity and first step in becoming a Pouch Operator in the ever-growing flexible packaging industry. The (PA) will perform various manual and mechanical duties to aid in the set up and operation of our pouch machines.

Responsibilities Assist Pouch Operator with Pouch Machine Correctly set up and run machine to expedite quality and run speed Maintain Production standard of quality and effective run rate Follow established material handling procedure Follow all instructions on work order and safe operating practices (SOP) Maintain Quality control check sheet, and Production and waste reports Check pouch quality continually during production run Inform Pouch Operator of any defective material, maintenance issues and safety issues Stage

proper equipment and secondary packaging (boxes, pallets, labels, etc.) necessary for production jobs based on production schedule Clean and maintain equipment in preparation for next production run Make recommendations to supervision and management for improvement of production in terms of efficiency and workflow Package finished product at one of several workstations as assigned Make packing cartons and carton labels as required by the Work Order. Oversee daily performance of Pouch Assistant functions Change rolls and cut out splices Quality Control checks and data entry Trash and trim removal Observe safety rules Could be asked to support other parts of the operations including press assistant, slitting, and lamination Let's talk about you: Possess and foster a positive attitude of learning and respect Ability to understand and follow verbal and written directions Ability to take ownership of work and also work as part of a team Strong verbal communications skills Visual acuity to color consistency Manual coordination and dexterity Ability to use basic hand tools Manual coordination and dexterity while utilizing hand tools, cleaning equipment Be able to work safely around operating machinery You like getting down to the nitty gritty Experience working in a manufacturing environment preferred Must be flexible in work schedule Work Environment ePac believes in a collaborative and cross trained workforce and encourages all employees to learn all facets of our company. This role will have the ability to learn and train on operational functions throughout the company for career advancements Why you should work with us We are fun, we believe 'one team = dream team'. We are innovative in the market, using the latest technology to drive value for our customers. ePac is built to harness the full power of digital technology, today and into the future. We welcome new ideas and our people are passionate to grow a fast-paced start up across Australia and NZ. We provide exceptional customer service, help our customers grow, support the communities and local businesses we serve and develop sustainable solutions for the environment. Powered by JazzHR

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