



***Harmac Medical Products, Inc, based in Buffalo, N.Y. is a leading, award-winning contract manufacturer of single-use medical devices, serving the global marketplace for more than 35 years. With manufacturing locations in the U.S., Ireland and Mexico, the privately held company provides innovative technical solutions and manufacturing services for leading Fortune 500 med-tech companies and high potential start-ups. Harmac's mission is to change the lives of patients, employees and the communities in which we work.***

Job Title:                   **Production Operator**  
Department:               **Manufacturing**  
Reports To:                 **Production Team Lead/Production Supervisor**

**SUMMARY:** The Production Operator will perform repetitive bench or line assembly operations to mass-produce disposable plastic medical products such as tubing sets, injection molded plastic parts, and radio frequency welded parts by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Place or assemble parts in specified relationship to each other using machine operations or hand assemblies.
- Operate machines including loading & unloading parts from the machine, pushing and pulling levers or buttons, trimming excess material, and trayng and packaging the assemblies.
- Work at different work stations/production lines as required.
- Works on line where tasks vary as different models of same article moves along the line.
- Meet all quality requirements and established standard rates per hour, including visual inspection of product to ensure compliance to quality standards, reporting any variances to designated personnel (Leads, Supervision).
- Follow work rules and quality systems, and maintaining a good work relationship with all employees and customers.
- Ensure environmental impact of all operations is considered in relation to purchasing, waste management, recycling and energy.
- Comply with Harmac Environmental Health and Safety procedures.
- Responsible for general housekeeping of work area.
- Perform other related duties as assigned/required.
- Conform to the requirements of the Quality and Environmental Management System.

**Qualifications & Experience Required:**

- Leavening certificate or six month's related experience and/or training or equivalent combination of education and experience.

- Good language skills with the ability to read a limited number of two and three syllable words and to recognize similarities between words and between series of numbers. Ability to print and speak simple sentences.
- Good mathematical skills with the ability to add and subtract two-digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of currency and weight measurements, volume and distance.
- Good reasoning ability, able to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations.
- Willing to take direction, follow instruction and maintain a flexible and adaptable approach to their work.
- Strong team skills.

### **Work Environment**

- While performing the duties of this job, the employee is regularly required to stand; sit; and use hands to finger, handle or feel. The employee is occasionally required to walk; reach with hand and arms; climb or balance; stoop, kneel, crunch, or crawl; and talk and hear.
- While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles; however internal air handling controls reduces any exposure to very minimal levels. The employee is frequently exposed to moving mechanical parts if performing machine operations. The employee is occasionally exposed to risk of electrical shock and risk of radiation. The noise level in the work environment can vary from quiet to loud. The employee will be required to use proper hearing protection in designated areas.
- 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