



JOB DESCRIPTION		
SENIOR TISSUE MACHINE OPERATOR		
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Job Title	Senior Tissue Machine Operator	Department	Production
Location	Universal Paper Manufacturers - PF1	Reports To	Assistant Papermaker

1) Description

This position is responsible and accountable for the continuous efficient operations of the Tissue Machines from the Basis weight valve to the scale including auxiliary systems such as the YCC system, hood system, vacuum system and approach flow system. The following must be ensured at all times:

- Assists the Assistant Papermaker to operate the tissue machine and processes and coordinates activities on shift basis as efficiently as possible, ensuring effective performance of all aspects of the Operating units.
- Responsible for sustainable performance of the process while at the same time ensuring a safe environment for all the people.
- Responsible for minimizing process upsets and maximizing uptime.
- Appropriately shutting down and starting up the plant up when required.

- SHEQ standards are maintained
- Maintenance of all equipment up to date
- Assisting the Assistant Papermaker in Analysis of paper samples

2) Key Tasks

- This position is responsible and accountable for the continuous efficient operations of the Tissue Machines
- Strictly follow the OEM procedures for plant equipment.
 - Operates controls to regulate the flow of white water and pulp stock into machine head boxes
 - Starts machine and observes paper to detect wrinkles and makes adjustments to keep it smooth
 - Checks and starts auxiliary equipment such as agitators, pumps and filters
 - Adjusts steam pressure
 - Threads paper around tensioner rollers, through machines and onto take-up rollers
 - Positions rolls of paper on machine reel stands using hoists, and fastens collars and guides to secure them on shafts
 - Sprayboom units to be cleaned regularly on shift
 - Paper samples to be taken from every reel
 - Ensure spool loader is always full of air shafts
 - Ensure air shafts are inflated and deflated correctly
 - Remove reels from kitchen rails
 - Ensure correct product labels on reels
- All deviations, faults on equipment under his/her control to be reported and rectified immediately.
 - Inspect equipment such as rollers, bearing housings for any defects and reports such.
 - Assists with the changing of felts and rollers
 - Change machine clothing and doctor blades
- Maintaining housekeeping standards
- Read work orders to determine production specifications or information
- Effective management of safety, health and environment.
- Inventory management on the shop floor
- Record production data on specified sheets

3) Knowledge / Skills / Experience

- Knowledge of raw materials, production processes and other techniques for maximizing the effective manufacture of goods
- Watching gauges, dials or other indicators to make sure equipment is working properly.
- Controlling operation of equipment
- Basic health and safety regulatory requirements
- Must be literate and able to read and write in English
- Must be able to work under pressure, and without supervision
- Minimum- Grade 12 or equivalent
- Desired- National Certificate- Pulp and Paper Technology

It is required the the Senior Tissue Machine Operator has at least 3 years experience in the Paper Manufacturing Industry

4) Performance Standards

- Take and hand over shift
- Understand the forecast of the shift
- Evaluate external plant influences and communicate to Shift supervisor



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- Ensure continuity of communication
- Communicate plant status with Shift Supervisor
- Ensure response to, execution of and communication to all levels where necessary (briefs, emails, memo's, etc.).
- Optimise plant status within current constraints (raw materials, and services)
- Ensure corrective action on all non- conformances
- Compile and update best practices as required
- Ensure good housekeeping practices
- Ensure that all equipment defects are attended immediately
- Management of Safety, Health, Environment and Quality
- Ensure compliance to UPM SHEQ policy and procedures
- Create a safe work environment by identifying and managing risks
- Accountable to Ensure Adherence to all Safety Best Practices and procedures.
- Ensure adherence to specific Legal Regulatory requirements.
- Responsible for the sensible managing of all environmental issues (spillages, effluent to be within set standards, etc.)
- Complete PJO's as per work instructions in respect of the lock out procedure
- Complete PJO's as per notifications
- Responsible for the safety and health of employees by complying to legal requirements and company policies.
- Raise and close out of SHEQ deviation

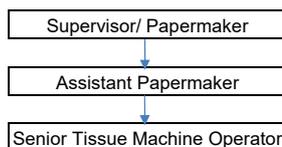
5) Success Indicators

- Effective shift handover
- Effective communication
- Plant availability
- Adherence to Work instructions
- Sustain quality standards and plant efficiency.
- Adherence to quality and customer standards
- Continuous improvement
- Safety standards

6) Authority

- Adjust the steam pressure when required
- Adjust the pressure of the cylinders that control pope reel pressure.
- The Senior Tissue Machine Operator has the authority to stop the machine in the case of an emergency.

7) Contacts



8) Special Features / Conditions

It is a specific condition of employment that the Senior Tissue Machine Operator be able to work shifts. Due to the nature of the position there may be a need for the Senior Tissue Machine Operator to work outside his normal working hours, and he may also be required to work off site. He/She may also be required to perform tasks other than those of his job description.

9) Applications

- * Kindly submit your CV to Shamiel Narrandes via e-mail at: snarrandes@upap.co.za with the name of the position you are applying for in the subject line
- * Closing Date: **02 November 2018**