

JOB TITLE	Serviette Machine Operator
COMPANY	UPP
DEPARTMENT	Serviette Factory

PURPOSE OF THIS POSITION

The overall responsibility of an Operator is to fulfil all their KPI's as listed below.

JOB TASKS & RESPONSIBILITIES

Productivity

- To operate the machine at its highest efficiency/productivity levels daily.
- To communicate with other operators and production supervisors to ensure productivity is maintained.
- To complete the necessary inspection reports on an ongoing basis.
- To maintain the company's quality levels and ensure the product quality is always of the highest standard.

Safety

- Ensure safety is always maintained whilst working on the machine.
- Ensure machine is in good and clean working order, along with a clean and tidy work area.
- Reporting malfunctions or maintenance requirements on the machine to the relevant parties.
- Ensure compliance in terms of the OHSA.

Ad Hoc

- Assisting with ad hoc tasks and inquiries if and when required.

KNOWLEDGE, SKILLS & ABILITIES REQUIRED

- Must be able to understand and follow basic verbal and written instructions.
- Effectively communicate information and respond to questions from various levels within the organization.
- Possess basic mathematical skills: addition, subtraction, multiplication, and division.
- Ability to perform basic visual quality inspections on products.
- Upheld and maintain the production pace as per other team members.
- Utilise equipment as needed to perform daily tasks.

MINIMUM REQUIREMENTS

1. Minimum: Matric / Gr. 12 with Mathematics
2. Ideal: Previous production experience

APPLICATION

- Submit your CV to Romancia Buys at rbuys@upap.co.za
- **Proof of qualifications must accompany the application.**