

# Industrial Operator

Operates automatic and manual chemical process equipment of varying complexity in various production processes in accordance with operating procedures. Equipment includes mixers, grinders, filter presses, dryers, filtering equipment, pumps and filling machines. Performs quality control analyses as required to complete in-process batches and identifies variations. Processes may generate high pressure and/or critical reactions and requires training in hazardous material handling and emergency procedures. Ensures processes and procedures are in compliance with regulations.

Level 1		Level 2		Level 3		Level 4	
Industrial Operator I		Industrial Operator II		Industrial Operator III		Sr. Industrial Operator	
Knowledge	Little or no knowledge of the job. Moderate understanding of general job aspects and some understanding of the detailed aspects of the job. Basic shop math. English reading comprehension. Basic computer literacy. Ability to follow basic written and verbal instructions.	Full knowledge of the job. Substantial acquaintance with, and understanding of, general aspects of the job with a broad understanding of the detailed aspects of the job. Demonstrated ability to work at different tasks. Basic shop math. English reading comprehension. Computer literacy and ability to input and interpret data. Ability to follow written and verbal instructions.		Considerable knowledge of the job. Complete acquaintance with, and understanding of, the general and detailed aspects of the job and their practical applications to problems and situations ordinarily encountered. Demonstrated ability to work at different tasks. Basic shop math. English reading comprehension. Computer literacy and ability to input and interpret data. Ability to follow written and verbal instructions. Mastered all work areas and able to train others in those areas. Able to shift priorities as required.		Extensive knowledge in specialized functions. A wide and comprehensive acquaintance with, and understanding of, both general and specific aspects of the job and their practical application to complex problems and situations ordinarily encountered. Demonstrated ability to work at different tasks. Basic shop math. English reading comprehension. Ability to follow written and verbal instructions. Mastered all work areas and able to train others in those areas. Able to shift priorities as required. Able to manage the schedule and direct people. Good computer literacy used to input and interpret data, track progress, order materials, etc. Can communicate via email.	
Supervision Received	Close supervision involving detailed instructions and constant checking on work performance.	General supervision and instructions given for routine work and detailed instructions given for new activities or special assignments.		Limited supervision. No instructions needed on routine work and general instructions given on new lines of work or special assignments.		Minimal supervision. Work may be done without established procedures.	
Consequence of Errors	Errors can be easily and quickly detected within the immediate work unit and would result only in minor disruption or expense to correct.	Errors may be detected and corrected but may cause moderate loss of time or customer/user dissatisfaction.		Errors may be difficult to detect and would normally result in loss of customer business, material or equipment to resolve.		Errors are very difficult to detect and would normally require significant expenditures to resolve.	
Contacts	Contacts are primarily within immediate work unit. Contacts involve obtaining or providing information requiring little explanation or interpretation. Work in a team environment with good relations with others.	Contacts are typically with individuals within own department and occasionally with contacts outside own organization. Contacts involve obtaining or providing information or data requiring some explanation or interpretation. Work in a team environment with good relations with others.		Contacts are frequent with individuals representing other departments and/or representing outside organizations. Contacts involve obtaining or providing information or data on matters of moderate importance to the function of the department or which may be of sensitive nature. Work in a team environment with good relations with others.		Contacts are frequent with individuals representing outside organizations and/or individuals of significant importance within the company. Contacts involve planning and preparation of the communications, require skill, tact, persuasion and/or negotiation to accomplish the objectives of the communication. Work in a team environment with good relations with others.	
Work Products (Examples may include but are not limited to)	Ability to wear PPE including respirators, coveralls, eye protection, etc. Must be able to lift, push, and/or pull up to 75 pounds. Hazardous material handling. Manual dexterity and hand/eye coordination. Able to work in industrial environmental conditions and maintain an orderly working environment. Must be able to be trained in forklift operation.	Ability to wear PPE including respirators, coveralls, eye protection, etc. Must be able to lift, push, and/or pull up to 75 pounds. Hazardous material handling. Manual dexterity and hand/eye coordination. Able to work in industrial environmental conditions and maintain an orderly working environment. Must be able to be trained in forklift operation.		Ability to wear PPE including respirators, coveralls, eye protection, etc. Must be able to lift, push, and/or pull up to 75 pounds. Hazardous material handling. Manual dexterity and hand/eye coordination. Able to work in industrial environmental conditions and maintain an orderly working environment. Must be able to be trained in forklift operation.		Ability to wear PPE including respirators, coveralls, eye protection, etc. Must be able to lift, push, and/or pull up to 75 pounds. Hazardous material handling. Manual dexterity and hand/eye coordination. Able to work in industrial environmental conditions and maintain an orderly working environment. Must be able to be trained in forklift operation. Microsoft Office product knowledge.	

	Level 1	Level 2	Level 3	Level 4
	Industrial Operator I	Industrial Operator II	Industrial Operator III	Sr. Industrial Operator
Minimum Education and Experience	High School diploma or equivalent. Mechanical aptitude. Attention to detail.	High School diploma or equivalent. Mechanical aptitude. Attention to detail. Minimum 1 year of experience in an industrial manufacturing environment preferred.	High School diploma or equivalent. Mechanical aptitude. Attention to detail. Minimum 3 years of experience in an industrial manufacturing environment preferred. Must show initiative and be a self-starter.	High School diploma or equivalent. Mechanical aptitude. Attention to detail. Minimum 5 years of experience in an industrial manufacturing environment preferred. Must show initiative and be a self-starter.