Downloaded from <https://www.velvetjobs.com/job-descriptions/machine-assembler>

# Example of Machine Assembler Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of machine assembler. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for machine assembler

* Placing individual tea boxes into larger cardboard boxes
* Running boxes through tape machine to seal cardboard box
* Place cardboard boxes on pallets
* Assembly and production
* Training will be provided to eventually become a tube bender
* Must have great attendance and a good work ethic
* Review, follow and perform job functions in compliance with established work instructions and adherence with SOPs, including recording traceable information on device history records and may enter data into manufacturing data systems
* Perform line clearance, , cleaning and sanitizing work stations at the start of the shift and when transitioning to next work orders
* Diversified mechanical or electro-mechanical assembly or sub-assembly of units that are moderately complex, requiring adjusting, fitting and aligning to ordinary tolerances
* Participate to define 5S and TPM activities

## Qualifications for machine assembler

* Must be able to use hand truck and common hand tools
* Work independently in a team atmosphere with minimal supervision
* Ability to read various measuring devices and perform accurate inspections
* Should have good organizational skills
* Should possess problem solving skills
* Be able to lift, push, or lift up to 80 lbs