Downloaded from <https://www.velvetjobs.com/job-descriptions/mill-operator>

# Example of Mill Operator Job Description

Our growing company is hiring for a mill operator. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for mill operator

* Strongly committed to safety and interpersonal communication in a team based environment
* Relieve all breaks and lunches in the Calender Department (excludes splitter position)
* Fill out Calender schedules/tickets for mill mixes and small orders
* Complete mixed stock tickets for mill mixes
* Mix and Calender mill mixes
* Release approved mill mixes to Molding Lead
* Prepare the mill machine for operation by equipping it with the appropriate tools and making sure those tools are in good working condition
* Assist machinist with any needs
* Work with other employees to ensure a high standard of safety in the mill
* Customer service along with other duties as assigned by supervisor

## Qualifications for mill operator

* Must have basic mathematical skills and computer knowledge
* Must be willing to be certified to operator forklift and other mobile equipment
* Must be flexible to work a rotating swing shift days and overnights on 12-hour shifts
* Committed to follow all mandatory safety practices and operating procedures is a must
* Ability to use measuring tools (tape measure, gauges, calipers, etc…)
* Must be willing to submit to pre-employment checks that will include a drug test, background check, and physical