



Example of Embroidery Machine Operator Job Description

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Our company is looking for an embroidery machine operator. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for embroidery machine operator

- Communicate with sewing lead and/or facility manager to reorder materials and supplies
- Assist with facility cleaning
- Cooperate and share information with team members
- Participate in and contribute to group projects
- Maintain, set up, and run embroidery machines
- Stage, hoop, and load product onto embroidery machines
- Ensure that daily manufacturing schedules are met
- Monitor output quality and report irregularities
- Minor routine maintenance/repair of equipment
- Hooping pre-cut fabric panels

Qualifications for embroidery machine operator

- Able to apply common sense and strategic thinking in a fast-paced manufacturing environment
- Detail oriented with a high standard of quality
- Self-motivated individual with the ability to work with minimal supervision and constant direction
- Basic minimum language and communication skills in speaking and understanding English

