



# Example of Entry-Level Production Job Description

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Our innovative and growing company is searching for experienced candidates for the position of entry-level production. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for entry-level production

- Product yard and truck loading
- Manage a shift of 10-15 employees
- Hands on job
- Disciplined preventive maintenance program
- Assist with the operation of presses and production machinery
- Adhere to all safety, quality and production procedures
- Perform manufacturing related tasks
- Perform the physical aspects of the position
- Assist with keeping worksites clean and orderly
- Work safe and follow all safety rules and rules of conduct

## Qualifications for entry-level production

- Must have basic knowledge of production and engineering support principles, theories and concepts
- Minimum high school graduate, GED or equivalent work experience
- Operate or work in industrial conditions (may be warm/hot, dusty/dirty, around hazardous chemicals, noise, heavy machinery or elevated working surfaces (with proper safety training and safety protection)
- All jobs will work a rotating 12 HOUR shift schedule
- A minimum of 6 months employment experience in a manufacturing or industrial environment

