



Example of Operator, Manufacturing Job Description

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Our company is growing rapidly and is looking to fill the role of operator, manufacturing. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for operator, manufacturing

- Computer work, printing labels, filling out data in the computer systems
- Some work required manual dexterity and repetitive movements of the upper extremities
- Reading Standard Operating Procedures
- Line clearances, cleaning/sanitization, cleaning, preparing and sterilization of fill equipment, sterilization of components, operation of aseptic filling equipment, filter testing, operation vial washing equipment
- Operate and maintain production equipment
- Review/update current SOPs write new SOPs
- Review completed production documentation (batch records, log books,) for quality and cGMP compliance
- Other duties as assigned by leadership team
- Shift work is required (Mainly Days and Afternoons, with possibility of nights)
- Prepare master mixes, buffers, and other reagents necessary for production

Qualifications for operator, manufacturing

- Quality Standards – Rework & Scrap
- Stock accuracy using the method of Perpetual Inventory (PI) counts
- Ability to follow engineering drawings and technical instructions
- Trained to work with ESD
- Capable of standing for at least 75% of the time during any particular shift
- Able to pass a background check and drug screen