



Example of Production Associate Job Description

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Our company is searching for experienced candidates for the position of production associate. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for production associate

- Maintains inserting equipment in proper operating condition as prescribed by our preventive maintenance procedures
- Assembly and sub-assembly operations
- Operates various machinery
- Quality assurance of products, material maintenance and material handling
- Picks and packs products and fills orders as needed
- Will have responsibilities including manufacturing, assembly, basic testing, packaging and shipping of products
- Reads and follows work procedures and schematics or instructions regarding duties to be performed
- Maintains daily production and follows all EHS and Quality policies and procedures
- Assembly, testing and delivery of products according to documentation and specification
- Interact and support customers during visit and Factory Acceptance Test

Qualifications for production associate

- Familiar with Hazmat and OSHA regulations
- Forklift certification and 6 months of current forklift experience
- Good attitude and attendance required
- 2+ years manufacturing experience including forklift, man lift operation desired

- Lifting, bending, pushing, reaching, pulling, moving materials up to 50 lbs., walking or standing the entire shift