



Example of Production Trainee Job Description

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Our growing company is looking to fill the role of production trainee. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for production trainee

- Extensive use of input and testing of Apple iPads for on-site data capture use
- Work closely with account team to determine on-site execution requirements and data capture processes
- Work closely with third-party vendor to communicate and implement data capture processes
- Act as a liaison between program initiatives and digital implementations
- Assist in development of strategy and ideation for efficient lead capture processes
- Assist in development of wrap up reports and daily event metrics
- On-site event activation for selected events
- Works with Director, Physical Production to advise production personnel of WB policies and procedures
- Unloading and transfer of dry material (BACA) to batch reactor
- Sampling tanks, trucks, railcars, totes and drums

Qualifications for production trainee

- Plate and filter equipment scrapping and inspection
- Completion of receiving and shipping paperwork
- Product sampling procedures
- Understanding of operation procedures of filtration system
- Understand and perform plant inventory including rail spurs
- Conduct training for the Material Handler position