



Example of Production Trainer Job Description

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Our company is hiring for a production trainer. 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 production trainer

- Performs any additional tasks including leading other training programs such as new employee orientation, safety, quality and continuous improvement as assigned by the supervisor or the Unit Leader
- Assists Unit Leader and Supervisor with selection of new team members
- Prepares reports for department supervisors as required
- Participates and contributes to projects to meet department goals and objectives
- The incumbent is required to continuously develop their training skills and abilities through training, self-paced development activities, and other programs
- Must be willing to be flexible and rotate between various positions and sometimes shifts in the operation based on business needs
- Trains Associates on a variety of manufacturing processes at workstations and in the classroom, including, but not limited to documentation handling
- Identifies gaps in the Associate's skill level to determine the need for additional training and/or performance management
- Train and certify all personnel on safe operation of all equipment, including forklifts, reach trucks, order pickers, tow tractors, and stock chasers
- Implement and enforce all OSHA and warehouse rules and regulations related to Powered Industrial Equipment

Qualifications for production trainer

- Experience in the Medical device manufacturing/cleanroom environment is desirable
- Preferably have completed or be completing a relevant third level qualification in Training and Development
- Previous experience as an SME with demonstrated ability to train others in accordance with the Operations Training Methodology would be a distinct advantage
- Knowledge of regulatory requirements/audits
- Relevant Product knowledge would be an advantage
- Typically a minimum of four plus years related experience in the assembly of digital and analog circuitry/devices, including the demonstrated ability to provide work/lead direction to a team