

# Job Description

## Production Associate Tasks Include:

- Assist Plant Operators with daily set up of machines and reactors for shift
- Transport raw materials, finished product and equipment throughout plant manually or using powered equipment
- Feed and unload production machinery and equipment
- Check and weigh materials and products
- Take delivery of materials from suppliers
- Sort, pack, crate and package materials and products
- Perform general duties such as basic construction, painting and other manual tasks
- Clean work areas and equipment
- Assist other workers to operate, repair and maintain equipment and tools
- Participate in process improvement initiatives as required
- Identify issues with production equipment and report immediately to Operations Manager
- Perform other duties as assigned by overseer

## Qualifications

- High school diploma or GED
- Must have experience in plastics and/or chemicals processing/production (industrial or commercial products, materials)
- Technical / mechanical aptitude
- Working knowledge of production equipment and understanding of manufacturing processes as it relates to plastic processing
- Ability to use hand tools
- Forklift experience / license
- Must be able to stand for long periods of time
- Must be able to lift up to 55 pounds
- Demonstrated problem solving skills
- Must be able to weigh a variety of decision alternatives and provide a recommendation based on sound analysis
- Must be able to multitask and prioritize tasks with competing deadlines
- Must be well organized and able to demonstrate a high degree of accuracy in all tasks
- Must be able to clearly and concisely present information in verbal and written form
- Can-do attitude with strong sense of urgency
- Highly motivated, conscientious, self-managed team player, with experience working in a production team environment
- Self-starter with the ability to work with a collaborative, driven team of skilled professionals
- Safety conscience and professional

## Company Description

GreenMantra Technologies is a rapidly-growing, clean-technology company which produces industrial waxes and we have recently completed construction of our first facility in Brantford, Ontario. GreenMantra combines the excitement of working in a fast growing entrepreneurial environment in a new industry with the knowledge that the work you are doing will help support the environment. Find out more at [www.greenmantra.com](http://www.greenmantra.com).

Please send your CV and covering letter to [careers@greenmantra.com](mailto:careers@greenmantra.com).