



May 21, 2013

JOB REQUISITION # G1313

Job Title: Fill Carrier Material Handler
Department: Weave
Shift: 3rd

Starting Rate: \$11.66
Rate when Trained: \$12.43

Responsibilities in this existing vacant position include, but are not limited to:

- order fill for looms down or changes of plans (COP's) from planning not on system generated pick list AS400
- operate fork lift and power jacks
- retrieve kits and locate at appropriate looms and storage locations
- retrieve weave return kits from weave, end kit properly returning any unused yarns to appropriate locations
- loading and unloading of conveyor belt and trucks in a timely manner to keep a steady flow
- take care of full and empty beams and maintain good housekeeping practices
- communicate to supervisors and other departments to resolve material flow problems
- communicate effectively with other employees
- work cooperatively with others to prioritize tasks and accomplish goals
- perform miscellaneous duties as necessary
- follow safe work practices
- participate in LEAN, safety, and other sustainability initiatives
- maintain environmental standards and support ISO 14001 initiatives

Knowledge, Skills and Abilities:

- must have a high school diploma or equivalent
- must be able to maintain forklift, pallet jack, and motor vehicle license
- ability to work independently and as part of a team
- must be able to read, write, and have basic math skills
- must be willing and able to cross train and learn the weaver and warp crew positions
- must be able to read reports, prioritize duties, and maintain schedule requirements
- must be cooperative and willing to learn new responsibilities
- must adhere to all company safety policies and procedures
- must be dependable, punctual, and adhere to attendance policy
- willingness to work overtime as needed
- must have strong attention to detail

Preferred Skills and Experience:

- ability to understand the theory and operation of the weave department

Physical Demands:

- the ability to wear a filtering face piece (dust mask) as needed
- must be able to work in varying temperatures within manufacturing areas
- must be able to repetitively lift and carry bulky and heavy objects up to 50 pounds
- frequent carrying, pushing, pulling, climbing, stooping, crouching, bending, and twisting
- ability to reach below waist level and reach overhead
- must have manual dexterity and visual acuity

Interested Associates and applicants must submit a job interest form or résumé to human resources no later than 4:00 P.M. on Tuesday, May 28, 2013. Positions will be filled as soon as possible.