



Chippewa River Industries

Production Associate Position (East Building)

The purpose of this position is to provide assistance to the entire production team to meet production goals to customer specifications. This position will have additional responsibilities to meet the increasing needs of our customers:

- 1) Accurate and Efficient process control, including inventory and temp utilization.
- 2) Computer data entry and knowledge of coding equipment.
- 3) Safety mindset that ensures client, staff and processed product safety for our customer.

The following tasks have been understood to be key roles of the position:

- 1. Work with the Production Manager as a valued part of the production team in all operations of assigned projects. Ensure principles of lean manufacturing are implemented and maintained.**
- 2. To supervise and train workers, including monitoring worker production, quality, and ensuring proper documentation of records.**
- 3. Perform varied production tasks: inventory, printing of labels, job set-up/take-down, equipment set up, materials acquisition requests, etc. that support the efficient flow of production.**
- 4. Ensure work area is neat and well organized to ensure safety on work floor.**
- 5. Assist with accurately recording individual worker production and performance as directed.**
- 6. Communicate all client related issues with the appropriate case management staff or their designee. Provide insight and information to case management or other appropriate staff on the work performance of clients.**
- 7. Ensure Production Manager and/or Production Lead workers are all aware of all customer inquiries. Respond to such inquiries as directed.**
- 8. Assist workers with toileting, ADL skills and any other needs as directed. Cover supervision of breaks and downtime activities as necessary.**
- 9. Effectively respond to workers' conflicts, disruptive behavior, inappropriate behavior, etc.**
- 10. Adhere to all relevant laws, regulations, CRI policies, etc.**

Minimum Training and Experience Required to Perform Essential Job Functions Graduation from high school or equivalent. Six (6) months of directly related work experience, and successful completion of a pre-employment background check.



Required Knowledge Skill and Abilities:

While a vast majority of the hours are first shift, the successful candidate would have the ability to work a flexible schedule including early morning, late evenings, and 2nd or 3rd shifts as directed. Other skills desired include the following: 1. Ability to read and understand customer specifications and expectations. 2. Ability to understand and carry out oral and written instructions. 3. Ability to understand and apply lean manufacturing principles.

Chippewa River Industries is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, CRI, Inc. will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Interested Applicants: Please send your resume and a cover letter to Scott Krueger at hr@crind.org.