



Job Description **LINE ATTENDANT**

Job Summary

Under the supervision of the Shift or Acting Supervisor, prepare and in-feed production into packaging equipment, inspect product and packaging, pack cases of finished goods and stack cases on pallets.

Essential Job Functions

1. Set-up, operate, and changeover case packaging equipment effectively and efficiently.
2. Pack cases with finished product from fast-paced packaging equipment. Fold box and fill with correct number of good packages. Shredded cheese packages vary from 2 oz. to 15 lbs. The weights of pieces on the chunk line are from 4 oz. to 32 oz. Inspect packages for proper film, label and date code. Check for packaging defects; reject bad packages. Push filled cases into carton sealer.
3. Stack filled cases from fast-paced production lines onto pallets sitting on the floor. Filled cases weigh between 3 lbs. and 45 lbs. Supply packers with empty cases. Verify coding information printed on finished goods case labels.
4. Supply cheese to chunk line. Take cheese from cutter and place on conveyer to check weigher or into half moon shaper, handling blocks of cheese. Separate individual cheese chunks (4 oz. to 32 oz.) and place on check weigher conveyor. Check weights of pieces rejected at check weigher, slice excess off of overweight pieces, and place underweights in trim barrel. Feed pieces into indexed conveyor to wrapper.

Related Job Functions

1. Perform on-line inspection of packages.
2. Perform general housekeeping in work area.
3. Return rejected packages from casing room to packaging area.
4. Open rejected packages.
5. Inspect product placed on hold by Quality Control Department.
6. Accurately scan finished goods pallets with RF equipment.
7. Change tape on carton sealers.
8. Change labels and ribbon on dual temp labelers.
9. Set-up and operate finished case check weighers.
10. Set-up and operate robotic case packers and case erectors.
11. Change case labels using system program.

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Essential Knowledge, Skills and Abilities

1. Must be able to lift, carry, push and stack up to 45 lbs.
2. Must be able to visually inspect packages and product being packaged.
3. Must be able to read to determine if packaging and labeling information is correct.
4. Must be able to count.
5. Ability to read and comprehend safety warnings and directives related to machinery and production processes.
6. Ability to work professionally and in concert with all production and supervisory personnel.
7. Ability to accurately operate RF scanning data collection systems.

Working Conditions

1. Frequently exposed to noise, dust, and cool temperatures.
2. Continuous standing on concrete floor.
3. Frequent reaching, grasping, lifting and carrying.
4. Hands are often immersed in water.

Equipment Used

Scales, half-moon shaper, utility knives, paring knives, case sealers, hand tape dispensers, robotic case packers, case erectors and RF scanners.

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