

Machine Operator Job Description

- Arrange machine at the beginning of work procedures to ensure that everything is in order.
- Test the machine before main work begins to be sure that it's in good condition for production.
- Clean up machine parts after every work procedure.
- Set all machine operation information such as speed, size and shape into machine before it begins running.
- Insert all production materials in the various parts of the machine where they are supposed to be to enhance production output.
- Ensure that machines are calibrated and recalibrated before and after production procedures.
- Troubleshoot machine problems to determine actual faults.
- Strictly adhere to client job specification and ensure good quality work.
- Ensure timely preparation and availability of all production materials to avoid shortage during production.
- Report to supervisor(s) regularly, keeping them updated on production activities and progress.
- Study blueprint from work layout to ensure accuracy in production task.