



Process Technician

Date: June 21, 2018

Reports to: Process Engineer

Location: Dalton, GA

Classification: Hourly

SUMMARY

The Process Technicians are responsible in gathering data from various manufacturing and inspection equipment throughout the manufacturing plant to assist Process Engineers in analyzing possible causes of production defects and continuous process improvements.

Training on data collection and work procedures will be provided upon hire.

RESPONSIBILITIES

- Gathers, records and enters paperwork to generate production records.
- Performs periodic audits of machine settings, process controls settings, work instructions, manuals throughout the manufacturing line.
- Actively participate and assist projects that improve worker safety and minimize incident risk.
- Completes process equipment inspections and defect rate/proportion reports.
- Provides on the job training support to new employees.
- Completes specific area cleanings and provides general housekeeping throughout the facility.
- Execute all required duties while practicing safe work methods and adhering to all plant safety rules.
- Adhere to the policies and procedures of Hanwha Q CELLS.
- Perform other duties and special projects, as assigned by management.

REQUIRED QUALIFICATIONS

- 12 – 18 months experience in an industrial manufacturing position.
- Basic data entry experience
- Able to work long shifts, including availability to work at nights
- Able to stand and walk the production area throughout each shift
- Able to tolerate a fast-paced work environment in areas that are not climate controlled

PREFERRED QUALIFICATIONS

- High school diploma or equivalent
- Proficiency in MS Office (Excel, Word, and Powerpoint)
- Minimum 3 years of experience in an industrial manufacturing position in a continuous operation.

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