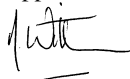


<b>Vacancy - Job Description</b>	
<b>Job Title</b>	<b>Extruder Operator : microZOTE™ line</b>
<b>Reports to</b>	<b>microZOTE™ Extrusion Process Lead (TBA)</b>
<b>Job Purpose</b>	To work flexibly on all extrusion, packing, granulation or recovery tasks on Zotefoams microZOTE™ products / processes. The operator will undertake additional requirements in running trials for either Zotefoams or other external companies (potential customers).

### Principal Responsibilities

1. To actively support the development of the microZOTE™ products and processes and maintain and implement all standard operating practices, procedures and specifications related to microZOTE™.
2. To comply fully with and promote safe and environmentally responsible working practices, in accordance with site procedures, and ensure that COSHH and risk assessments are carried out prior to the use of any new substances, equipment or processes as appropriate. Report all unsafe equipment and acts to the Process Engineer.
3. To run and monitor the performance of all equipment, processes and products manufactured to ensure that all comply with current technical specifications and procedures.
4. To accurately carry out all necessary testing, characterisation and / or quality checks on the microZOTE™ products / processes, standard or otherwise. To ensure that appropriate records are completed and stored accurately and in a timely manner. Where necessary indicate completion of test work and Look for trends in test results and analyse results to seek and report trends.
5. To ensure material and energy usage are kept to the minimum required, by controlling start-up, side trim, scrap, purge and the production of non-standard (out of specification) materials.
6. To undertake and implement corrective actions or continuous improvement processes as required.
7. To promptly and accurately report any concerns, issues or trends to the microZOTE™ Extrusion Process Lead.
8. To arrange for the safe delivery, control and storage of all raw materials as needed by the business.
9. To perform basic machinery checks, undertake primary asset care, machinery monitoring and cleaning.
10. To maintain an awareness of external technical developments, particularly with regard to new materials and process technologies, and suggest new development possibilities in line with business objectives.
11. To ensure a professional attitude is applied to raw material development work by considering the commercial, technical and operational implications of the work and managing these in an appropriate manner.
12. To handover to the next shift in an orderly manner using current procedures and practices.
13. To maintain all work areas in a clean, tidy and clearly organised condition and promote good housekeeping behaviours to all areas of the business.
14. To positively and actively contribute to all meetings where your knowledge or input is required.
15. To undergo training and development as appropriate to meet the ongoing needs of the business.
16. To work flexible hours as directed and undertake such other duties as may reasonably be required from time to time.

Approved :



## Dimensions

To be an integral part of the development and running of this new and unique process technology. The jobholder will be completely flexible with regard to work patterns and schedule to meet the needs and requirements of both internal Zotefoams work (production and development) and externally driven work (new customer development).

To promptly and accurately report the results of all trial, test and investigation work.

## Person Specification

### Skills

- Ability to competently operate all necessary production and laboratory equipment for the manufacture and development of microZOTE™ products.
- Creative yet practical approach to problem solving and a willingness to challenge current thinking.
- Self-motivated with the ability to plan, co-ordinate and progress developments through scale-up into commercial products. A team-player, able to work under own initiative, well disciplined, highly driven and energetic.
- Excellent interpersonal, presentation and verbal / written communication skills, able to communicate effectively at all levels inside and outside of the organisation.
- Analytical thinker with the ability to assimilate information from many sources and use this information to support current production and development efforts.
- Ability to accurately record, analyse, report and present information both verbally and in writing.
- Ability to recognise and interpret instrument readings, product and process trends, equipment malfunctions, etc. so as to be able to react and implement corrective action.
- The ability to understand, perform and comply with COSHH and risk assessments in conjunction with HS&E advisors.

### Knowledge / Experience

- Hands on experience of extrusion processes & control equipment, including die setting, feed systems, formulation, etc.
- Understanding of polymer processing and materials through formal education or experience.
- Understanding of material test & characterisation methods, specifically polymer / foam testing.
- Computer literate with proficiency in Microsoft Office Suite applications.
- Experience with ERP systems is desirable.
- Excellent interpersonal verbal and written communications skills are required.

### Qualification

- Levels / NVQ level 2 / 3 or higher qualification

### Competencies

Competency	Level required
Health & Safety	3
Continuous Improvement	2
Initiative	2
Getting Things Done	3
Customer Service	3
Team Playing	2
Communication Skills	2
Self Development	2
Managing People (Developing Others)	1

Applications by CV and covering letter.	
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Approved :

