

# Job Description



**Position Title:** Operator  
**Reports To:** Production Manager  
**Department:** Operations – Production  
**FLSA Status:** Full Time Nonexempt  
**Revised:** June 29, 2021

## **Position Summary:**

The Operator is responsible for all aspects of building product in the production area and any additional tasks or duties as assigned by Management to support the needs of CoachComm.

## **Essential Duties and Responsibilities:**

- Ability to work with basic hand tools and solder.
- Ability to assemble products using assembly diagrams.
- Ability to follow instructions and use a computer and testing equipment with software programs to perform tests and diagnostics.
- Must be flexible and willing to rotate and perform work duties assigned in different areas.
- Responsible for meeting Production Goals and Deadlines.
- Responsible for Meeting quality targets established by CoachComm.
- Accurately Report Daily Production.
- Must be punctual.
- Follow work instructions and rules.
- Maintain a positive work environment and support continuous improvement philosophy.
- Ability to walk test products in outside climate.
- Ability to work well with others including employees and customers.
- Maintain and promote good housekeeping.
- Maintain a safe working environment.

## **Educational Requirements and Experience:**

- High School diploma or equivalent is required.

## **Other Skills and Abilities:**

- Accuracy and attention to detail is required

## **Physical Demands:**

- Lifting over 25 pounds
- Ability to walk test products in Outside Environment (including walking and standing for extended periods of time in varying weather conditions).

## **Work Environment:**

- Inventory and Moderate Production Environment and Outside Environment

## **General Acknowledgment and Disclaimer:**

No statement in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.