

# Compression Operator



Department: Manufacturing  
Reports to: Group Leader

FLSA Status: Non-Exempt  
Location: 110 Terry Drive

**BASIC FUNCTION:** Primarily responsible for manufacturing of controlled oral solid dose products according to Master Batch Records

## JOB RESPONSIBILITIES:

- Primarily responsible for manufacturing of controlled oral solid dose products according to approved Master Batch Records
- Responsible for the set-up, operation and cleaning a tablet presses and bulk accountability throughout manufacturing processes
- Identify and report quality issues
- Must be in compliance at all times by following batch records, SOPs and all company policies
- Perform all in-process testing and inspections as required by the Master Batch Record (i.e. weighing, tablet thickness, tablet hardness, friability, visual inspection, etc.)
- Cleaning and sanitization of manufacturing rooms including walls, floors, and ceilings per current SOPs
- Report accidents and unsafe conditions or unusual circumstances to supervisor.
- Responsible for following Current Good Manufacturing Practices (cGMP)
- Responsible for maintaining a neat and orderly work area at all times
- Other duties, which may be assigned from time to time, by management of the company

## ESSENTIAL JOB REQUIREMENTS AND QUALIFICATIONS:

- Current GMP training( Strong preference given to current and previous cGMP environment experience)
- Ability to perform basic mathematical computations of addition, subtraction, multiplication, and division
- Ability to document in log books or batch records while performing the job using good documentation practices
- Attention to detail and ability to write and record data legibly and accurately
- Ability to understand and follow Master Batch Records and Standard Operating Procedures (SOPs)
- Ability to work both independently and with others
- Minimum High School Diploma or equivalent
- Ability to operate manual pallet jacks to transfer material to designated areas of the warehouse
- Good interpersonal and communication skills

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## PHYSICAL REQUIREMENTS:

- Ability to lift 35 pounds
- Ability to stand for long periods of time (8-10 hrs. a day, 4-6 days a week)
- In accordance with FDA regulations (21CFR 211.68), individual must be free from illness that could jeopardize the safety or quality of products. Such illnesses may include, but are not limited to, illnesses that cause bleeding, open lesions, flaking or peeling skin.

## WORK ENVIRONMENT:

- Filling rooms are located in clean room environment; clean company supplied uniforms, disposable gloves, hairnets, beard covers and shoe covers must be worn at all times

**PHYSICAL DEMANDS:** While performing the duties of this job, the employee is required to walk, sit, and use hands to finger, handle or feel tools or controls, reach with hands and arms, balance, stoop, crouch, bend, talk and hear. The employee must lift and/or move up to 20 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, and depth perception.

The job demands here are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This job description is not intended and should not be an exhaustive list of all principal job elements essential for recruitment and selection, for making fair job evaluations and for establishing performance standards. The percentage of time spent performing the various job duties is not absolute. The incumbent, who has the right to amend, modify, or terminate this job in part or in whole. This document is not a contract for employment.