



Job Description: Final Assembly – Garment Packager

Revision Date:	V2 6-2020	Reports To:	Final Assembly Team Leader
Department:	Final Assembly	Position Type:	Full-Time
FLSA Status:	Non-Exempt (Hourly)	Travel Required:	None
Starting Rate:	\$11.75 (Level 3)	Bonus Plan:	Monthly Goal Share
Direct Reports:	N/A		
Key Relationships:	Internal: Service and Maintenance teams External: N/A		
Role Purpose:	The purpose of the Garment Packager position is to carefully package the cleaned garments in preparation for delivery to the customer.		
Key Responsibilities:		Key Performance Indicators:	
Garment Packaging		<ul style="list-style-type: none"> Quantity of garments packaged per operator hour 	
Garment Quality		<ul style="list-style-type: none"> Garment quality issues 	
Attendance		<ul style="list-style-type: none"> On-time attendance 	
Company Values		<ul style="list-style-type: none"> Model company values 	
Safety		<ul style="list-style-type: none"> Follow safe practices and procedures 	
Job Description:			
Primary Tasks Garment packaging (85%) Secondary Tasks Moving carts (10%) Miscellaneous tasks as assigned by supervisor or member of Leadership Team (5%)		Top Responsibilities Include: 1. Verify labels on folded garments to ensure complete and accurate customer packages 2. Package garments neatly 3. Arrange packages in designated route areas in a timely manner to ensure on-time delivery	
Essential Skills:		Essential Values:	
Strong work ethic Physical endurance Ability to work in a team environment or individually Ability to work in a fast-paced environment		Honesty: truthful and sincere Integrity: follows through on promises Excellence: desires to do everything well Relationships: values and respects others	