

Heat Press Operator

Position Summary

The Heat Press Operator uses the heat press machine to apply names, numbers, digital transfers, etc. to garments. Careful reading skills and attention to detail are essential in this position. The Heat Transfer Press Operator will report directly to FuzeFlex/FastFlex Supervisor.

Abilities Required

- ★ Read & understand English.
- ★ Be familiar with industry language and terminology.
- ★ Excellent spelling skills.
- ★ Experience with MS Word & MS Excel & Adobe Illustrator (preferred).
- ★ Ability to effectively and comfortably communicate with co-workers.
- ★ Be comfortable on your feet for the duration of your shift.
- ★ Attention to detail.
- ★ Concentration and focus to ensure that the proper transfers get applied to the right garments.
- ★ Consistency is of utmost importance; the transfers have to be positioned correctly on the garments.
- ★ Be able to lift up to 50lbs.

Specific Responsibilities

- ★ Read and understand IHWO (In-House Work Order).
- ★ Prepare necessary materials to complete the IHWO (In-House Work Order).
- ★ Utilize heat press machine to adhere vinyl or digital graphics to the garments.
- ★ Keep film stock organized and prepare order forms to re-stock when necessary.
- ★ Keep work area clean and organized.
- ★ Perform daily shift maintenance.

Key Performance Indicators

- ★ Consistently showing up for work on time and putting in extra time when required.
- ★ Maintaining 99% Accuracy on orders.
- ★ Achieve 40 transfers per hour.
- ★ Achieve and maintain 30 name/number applications per hour.
- ★ Hitting and maintaining mutually agreed upon daily, weekly, and monthly production metrics.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.