

BULLARD & SON INC.

JOB DESCRIPTION

JOB TITLE: SCRUB / NOG ASSEMBLY ATTENDANT

REPORTS TO: PRODUCTION MANAGER

DEPARTMENT: ASSEMBLY

SUPERVISES: NONE

EDUCATION: HIGH SCHOOL DIPLOMA OR EQUIVALENT EXPERIENCE

EXPERIENCE: NONE

PHYSICAL QUALS: FULL BODY MOBILITY-NO LIFTING RESTRICTIONS-
ABLE TO STAND FOR EXTENDED PERIODS OF TIME.
ABLE TO WORK IN A WARM ENVIROMENT.

MENTAL QUALS: BASIC COMPUTER SKILLS TO OPERATE SORTING
PROGRAM. GOOD CONCENTRATION ABILITY.
ATTENTION TO DETAILS.

JOB SUMMARY:

- **ESSENTIAL DUTIES OF THE POSITION:**
 1. **OPERATE SMALL LOAD DRYERS.**
 2. **TRAC LOADS IN DRYERS TO KEEP NOG AND SCRUB ACCOUNTS ORGANIZED.**
 3. **RUN ASSEMBLY PROGRAM TO SORT SCRUBS IN PROPER ORDER FOR AN ACCOUNT.**
 4. **PERFORM QUALITY CHECKS ON ITEMS. (STAINS, DAMAGE)**