



Man-Tra-Con Corporation is working with a local employer to fill the following position:

Job Title: General Laborer/Production (EP-010424-01)

Location: Herrin & Sesser, Illinois

Salary: \$15.00 to 16.50 per hour, D.O.E.

Job Description

NEI is seeking candidates for several full-time General Laborer/Production positions to work at their Herrin and Sesser, Illinois, locations. NEI's mission is to lead in manufacturing quality and responsibly sourced products to meet our client's needs safely within a culture of entrepreneurship and innovation.

Two shifts are currently available — 7:00 a.m. to 7:00 p.m. and 7:00 p.m. to 7:00 a.m. The positions will become permanent with benefits after a 90-day probationary period. Positions classified as Production will generally be those directly involved in production or supervision of production functions. Production Classification job titles may include:

- Production
- General Labor
- Machine Operation
- Inventory
- Warehouse
- Shipping & Receiving
- Facility Maintenance
- Equipment Maintenance Mechanic

Roles and Responsibilities

- Able to work across functions on different tasks including receiving materials, mixing, machine operation, bagging, loading and other as assigned
- Conducts required lab tests, documents all activities
- Uses NEI product software efficiently
- Follows all GMPs, SQF and HACCP guidelines in place
- Once properly trained, able to carry out job duties with or without direct supervision
- Is engaged in work, wears correct clothing and PPE, records and documents process as needed. Good attendance and keeps work areas clean
- Works safely without accident, product loss or injury
- Keen observation skills Notifies supervisor or maintenance of potential issues in time to avoid loss, break down or injury
- Able communicate work details and share information as needed
- Works well with others as leader or team member
- Good with equipment, able use basic hand tools, operate forklift
- Understands SQF and the role this job plays in it; actively follows SQF protocols

Requirements

- High School Diploma or GED is required. Associate or applicable certification/degree preferred
- Physically able to lift 50 lbs., walk, or stand for a full shift
- Familiarity with gauges, dials diagrams and able to read and follow work orders
- Machine operation experience a plus
- Able to use computer software and create documentation
- Strong Interpersonal communication skills
- Must pass background checks.

How to Apply

Interested candidates may apply by emailing a resume and cover letter to Alyssa Soldner at: alyssas@neitcp.com

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