



**Company: PaperWorks**

**Job title: Technical Planner**

**Pay: \$25+ hourly**

## Position Summary:

As a Technical Planner, you are responsible for organizing and directing product testing activities throughout production cycles. Recommends changes in operating practices to satisfy quality requirements at the lowest practical costs. Develops and monitors performance of quality control systems to ensure continuous production of products consistent with established standards. Oversees the enforcement of safety and good housekeeping practices in the department

## Duties & Responsibilities:

- Evaluates statistical data, product specifications, and normal operating parameters to determine standards and establish quality and reliability objectives of finished product.
- Assists in trial planning, control, and standard operating procedure follow up.
- Assists in formulating sampling procedures and designs; develops forms and instructions for recording, evaluating, and reporting quality and reliability data.
- Coordinates objectives with production procedures in order to maximize product reliability and minimize costs
- Directs workers engaged in product measurement, inspection, and testing activities to ensure quality control and reliability.
- Lead the technical area i.e. the coaters and all supporting equipment.
- Maintains technical/lab equipment, standardize processes and procedures
- Investigates and adjusts customer complaints regarding quality.
- Plans, promotes, and organizes training activities related to product quality and reliability.
- Inspects disposition of discrepant material and assesses cause and correct description.
- Enforces plant rules and safety policies and procedures including housekeeping.
- Performs other duties as deemed necessary by the Assistant General Manager.
- Hourly personnel in the technical area will report to the Tour Bosses with a dotted line to the Technical Planner.


## Physical Requirements:

- Able to speak clearly, so that others understand you
- Able to communicate information and ideas in speaking so others will understand
- Able to listen to and understand information and ideas presented through spoken words and sentences
- Able to see details at close range (within a few feet of the observer)
- Able to navigate ladders and stairs
- Able to combine pieces of information to form general rules or conclusions

**For more information or to apply:**

 [www.visitwabashcounty.com/wabash-county-fellowship-program/](http://www.visitwabashcounty.com/wabash-county-fellowship-program/)

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