Job Title: Manufacturing Status: Full Time Hours Per Day: Approx. 8-10 (40-48 hours per week) Overtime (over 40 hours) = time and 1/2

Working Days: M T W Th F Travel Required: No

Mission: To be a successful innovative pre-workout and post workout supplements organization that enriches all aspects of life for our team, our partners and our community.

Job Purpose: Help assist in the smooth flow of production and inventory to create great finished products.

Top Three roles:

- 1. Learn and stage various raw ingredients and hard goods
- 2. Process powder into jars and capsules
- 3. Be flexible to move between mixing, filling and finishing product

Compensation: \$15/hr based on experience, Benefits with small co-insurance and most weekends are free. Paid major holidays

We are looking for an organized and motivated person to join our facility. This role will be responsible for ensuring inventory is processed, mixed, and filled to jars and capsules. The ideal candidate is comfortable working on their feet and experienced in production.

Manufacturing Duties and Responsibilities (multiple roles are described below):

- Sort, organize and fill containers
- Package items and label correctly
- Report damaged or missing inventory to supervisors
- Stack and organize large bulk items
- Remove inventory from trucks or shipping and delivery to proper location
- Be flexible to work in various areas
- Move materials from facilities to workstations, pick-up locations, or other locations
- Wear safety gear at all times
- Lift heavy objects to processing or store inventory
- Ensure workspace is free of debris and remove safety hazards from aisles
- Work as an active team member to complete team goals

Requirements and Qualifications

- High school degree or equivalent
- Valid driver's license
- Able to pass drug test/background check
- Good verbal and written communication skills
- Working nights, weekends and holidays is a bonus
- Able to work in a fast-paced environment
- Able to work independently
- Highly organized and able to store items efficiently
- Must follow all health and safety procedures and regulations as dictated by the organization and the state

Compensation: \$15/hr or more based on experience, Benefits with small co-insurance and most weekends are free

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; occasionally lifting and/or moving up to 50-60 pounds.

References: Must be able to provide references upon request.

<u>Compensation</u>

See HR Manager

Item Health benefits 401k matching PTO, vacation and sick leave accrued monthly

Additional Information:

90-DAY TRIAL PERIOD: A 90-day evaluation period will be in effect from the date of hire for both company and employee evaluation. During this time, the company will provide all necessary support and training to help the employee reach mutually agreed upon performance metrics. Continuation of employment may or may not be determined based on achieved metrics.

PERFORMANCE METRICS: Monthly, quarterly, and annual reporting.

For Human Resources Only Date updated: 4.18.2021