

Illinois Job Order Bulletin Board Print Document

Job Order: **20392**

Job Title: **General Laborer**

Job Time Type: **Full Time**

Job Description:

- **Operate fiber cutting and testing equipment: shredder, sweco, blender, fiber testing equipment and scales**
- **Secure proper packing material for fiber**
- **Perform quality testing against specifications as required by fiber testing procedures**
- **Maintain all records pertaining to quality assurance testing and charting: data sheets, control charts, jobcards and/or bin tags**
- **Ensure that the net weight of products meets customer's specifications**
- **Responsible for packaging and labeling of in process material and final product**
- **Assist other fiber men and operators in their daily functions, in order to assure proper efficiency and organization**
- **Performs other duties as assigned**

Must wear all safety equipment

Must be able to comprehend, write and speak English at a reasonable level

Must be able to demonstrate and communicate procedure and methods to co-workers

Must lift 50-60 lbs at least 100 times per shift

Minimum Age: **18**

Hiring Requirements:

Education Level: **No Minimum Education Requirement**

Requires a Driver's License: **No**

Minimum Salary: **13.00 Hour**

Maximum Salary: **13.00 Hour**

Pay Comments: **DOE (Depends on Experience)**

Benefits: **Medical, Dental, Life Insurance, Vacation, Holidays**

Job Application Methods Accepted: **Via Email**

Employer requests only Veterans apply: **None Selected**

Application Comments: **Please email resumes to havila@il.sercohq.com**

Employer Information:

Global Material Technologies

2825 West 31st Street

Chicago, IL 60623

Contact: **Hugo Avila**

Email: **havila@il.sercohq.com**

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Job Order: **20227**

Job Title: **Machine Operator**

Type of Job:

Job Time Type: **Full Time**

Job Description: **Under direction of the shift supervisor the Machine Operator is responsible for producing a quality product according to department standards. Will train to operate Wool Line Pad Machine. Be safety conscious and have mechanical aptitude. Able to speak English. Bilingual (Spanish/English) a plus. Able to work in team-oriented environment. Prior machine operator experience is a plus.**

Minimum Age: **21**

Hiring Requirements: **Drug Testing/Screening, Background Checks, Reference Checks**

Education Level: **High School Diploma or Equivalent**

Requires a Drivers License: **No**

Pay Comments: **DOE (Depends on Experience)**

Benefits: **Medical, Dental, Life Insurance, Vacation, Holidays**

Job Application Methods Accepted: **Via Email**

Employer requests only Veterans apply: **None Selected**

Application Comments: **Forward resume to havila@il.sercohq.com. with company name and job title in subject line**

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Job Order: **20226**

Job Title: **Packaging Production**

Type of Job:

Job Time Type: **Full Time**

Job Description:

- **Ability to lift up to 50 lbs**
- **Pack and label completed items for shipment or storage.**
- **Follow all company guidelines regarding packaging.**
- **Properly use packaging materials, including hand tools, glues, nails, padding, etc.**
- **Maintain a clean work area, etc.**

Minimum Age:

Hiring Requirements:

Education Level: **High School Diploma or Equivalent**

Requires a Drivers License: **No**

Minimum Salary: **13.00 Hour**

Maximum Salary: **13.00 Hour**

Pay Comments: **DOE (Depends on Experience)**

Benefits: **Medical, Dental, Life Insurance, Vacation, Holidays**

Job Application Methods Accepted: **Via Email**

Employer requests only Veterans apply: **None Selected**

Application Comments: **Forward resume to havila@il.sercohq.com. with company name and job title in subject line**

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Job Order: **20393**

Job Title: **Wool Line Operator**

Type of Job:

Job Time Type: **Full Time**

Job Description:

- **2-3 years of manufacturing experience working as Wool Line (Steel wool) Machine operator**
- **Must have knowledge with external and internal Micrometer and dial and digital caliper.**
- **Must be safety conscious**
- **must be able to monitor specific production process and ensure continuous flow**
- **Must be able to process taking large rolls of steel and "shaving" the roll (hence the 65 lbs.) to make the steel wool**
- **Must be able to setup the machine to shave the steel.**
- **Must have knowledge of OSHA safety regulations**
- **Must have knowledge using caliper and micrometer**

Minimum Age: **18**

Hiring Requirements: **Drug Testing/Screening, Background Checks**

Education Level: **High School Diploma or Equivalent**

Requires a Driver's License: **No**

Minimum Salary: **13.50 Hour**

Maximum Salary: **14.00 Hour**

Pay Comments: **DOE (Depends on Experience)**

Benefits: **Medical, Dental**

Job Application Methods Accepted: **Via Email**

Employer requests only Veterans apply: **None Selected**

Application Comments: **send resumes to havila@il.sercohq.com subject company name and position interested**

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