## GENERAL DESCRIPTION

Performs entry-level work in the production of various products. Work involves monitoring the work of offenders and instructing offenders in on-the-job training functions. Works under close supervision, with minimal latitude for the use of initiative and independent judgment.

## EXAMPLES OF WORK PERFORMED

Ensures a continuous flow of production on assigned work and conducts periodic spot checks for quality control.

Ensures that proper safety and work habits are maintained and job training is conducted.

Maintains machinery and equipment.

Responds to emergency situations.

Searches for escaped offenders, transports offenders, and performs correctional and custodial support functions as needed.

Performs related work as assigned.

## GENERAL QUALIFICATION GUIDELINES

### EXPERIENCE AND EDUCATION

Familiarity in industrial management work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

### KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of production workflow procedures and of quality control procedures and techniques.
Skill in the use of machinery and equipment.

Ability to follow production procedures and to communicate effectively.