

**RCS EMPOWERS, INC.**Date Established 03/31/10Review Date 03/31/11

**JOB DESCRIPTION:** Production Worker – FT (Screening)

**POSITION LEVEL:** Model Worker

**QUALIFICATIONS:** High School diploma or equivalent.

**REPORTING SUPERVISOR:** Production Coordinator - NP

**POSITIONS SUPERVISED:** None

**SALARY RANGE:** Piece Rate (Minimum Wage Guaranteed)

**GENERAL DUTIES:**

Hired to provide assistance to training supervisor with subcontract work and be a role model for individuals served.

\*Denotes essential job function.

**SPECIFIC DUTIES:**

- \* 1 Production workers hired to perform subcontract or other types of work inappropriate for clients.
- \* 2 To help perform work that is in such demand that clients are unable to meet delivery date.
- \* 3 Be a role model for disabled workers and display behaviors that are appropriate for the work settings in order for clients to observe and imitate.
- \* 4 To inform Supervisor of any behavior problems and successes of clients.
- \* 5 Report any problems pertaining to production to the Supervisor.
- \* 6 Assist with other tasks such as inventory and quality checks when requested.
- \* 7 Ability to repair screens.
- \* 8 Ability to set-up semi-automatic machines and manual screening operations.
- \* 9 Knowledge of flame-treating and testing of same.
- \*10 Knowledge of pad printers and cliques.
- \*11 Accept other production assignments as directed.

**PHYSICAL REQUIREMENTS OF THE ESSENTIAL JOB FUNCTIONS:**

1. Skill in communicating in spoken conversation - adequate volume speech.
2. Skill in writing/reading.
3. Skill in mathematics.
4. Normal hearing required for conversation, telephone use, and emergency information systems.
5. Visual acuity, depth perception, and field of vision within normal range.
6. Accurate color vision.
7. Must be independently mobile on all surfaces and situations.
8. Must be able to move safely about work area.
9. Must be ambulatory on all surfaces and situations.
10. Must be able to lift up to 50 lbs. an average of 30 times per day an average of 10 days per month.
11. Must be able to stand at least 8 hours per day and sit at least 8 hour per day.
12. Must be able to carry up to 50 lbs. an average of 30 times per day an average of 10 days per month.
13. Must have bilateral use of hands for repetitive single grasp and release tasks.
14. Must have bilateral use of hands for repetitive fine manipulation.
15. Must be able to reach below shoulders.
16. Must be able to reach above shoulders.
17. Must have full active range of motion of all extremities.
18. Must be able to climb steps, ladder, and ramps frequently.
19. Must be able to bend/squat/twist/kneel frequently.
20. Must be able to turn head 180 degrees occasionally.
21. Must be able to perceive size, discrimination, temperature, shapes, and/or textures.
22. Must have the physical stamina to work at least 16 hours per day.
23. Must be able to tolerate heat and humidity.

**EMOTIONAL REQUIREMENTS OF THE ESSENTIAL JOB FUNCTIONS:**

1. Must be able to change routine in a positive manner.
2. Must be able to follow through on assignments independently.
3. Must have good organizational skills.
4. Work output must be at a competitive level.
5. Must be able to solve problems as they arise.
6. Must have stable work behaviors on a daily basis.
7. Must have adequate individual coping skills.
8. Must be able to maintain good work attendance.
9. Must be able to participate in decision making.
10. Must be able to respond appropriately to emergency situations.
11. Must be able to exercise good judgment in an effort to maintain a safe work environment.

**APPAREL:**

Attire appropriate to work being performed.

**CONFIDENTIALITY STATEMENT:**

I acknowledge the receipt of a copy of the Client Bill of Rights and understand that persons receiving services (participants) at RCS are protected under these rights. I further understand that I am **not** to discuss issues concerning RCS participants working at RCS as this information is confidential and cannot be released per state law.

I am also aware that violation of participants' rights, which includes breach of confidentiality, will result in my services no longer being needed by RCS and could result in criminal and civil liabilities.

Further, I understand the responsibilities of this position and am capable of performing the physical and emotional demands required.

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Signature

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Date