



Packaging Line Lead

Phoenix Formulations – Phoenix, Arizona Area

To apply in person: 465 W. 21st St. Suite 101 | Tempe AZ 85282

Phoenix Formulations focuses on creating strong teams to maintain a friendly and fun work environment while producing the top quality supplements in the industry. The work is very fast paced and the days fly by. We offer a variety of insurance options, paid time off, 401k, plus discounts on vitamins and nutritional supplements!

We are looking for people who want to help the company grow and succeed and who take pride in their work and in their team's work. For this position, it is extremely important to us that we find someone who communicates well with all types of personalities, values people for who they are and earn their trust while exercising team work to yield the expected results in production.

Summary: Coordinate daily with Production Supervisor, Machine Operators and employees producing or packaging the finished product to ensure quality and efficient processes of manufacturing powdered beverages.

Essential Job Responsibilities - will include, but are not limited to:

- Take direction and follow instructions of Production Manager
- Coordinate materials flowing in to the department and moving finished materials or products out of the area
- Direct staff based on changes in staffing or the operation of the packaging equipment to ensure efficient use of resources
- Effectively lead group of employees assigned to the area
- Maintain a clear understanding of company GMPs while enforcing them and other regulations or company policies
- Ensure all safety policies are being followed and work environment is free of safety hazards
- Accurately record in-process documentation on batch records
- Perform necessary checks to ensure quality product
- Maintain clean work area and equipment at all times
- Turn in process documentation to Production Manager or Department Supervisor
- Ensure that products leaving the department are stored properly

A qualified candidate will need:

- High School Diploma or equivalent
- To be able to speak, read, and write basic English
- Ability to lift 20 lbs from ground to waist
- Basic math knowledge (addition, subtraction, multiplication, division)
- Ability to work 10 hours a day standing up
- Must be able to understand spoken Spanish