



Cutline Operator

Position:	Cutline Operator
Department:	Remanufacturing
Reports To:	Cutline Foreman
Reporting to this Position:	Nil
Based at:	Hudson Rd, New Plymouth

Purpose:

To work efficiently and effectively within a team environment to produce quality products for our domestic and export markets.

Operational Task - Scanner	
To ensure that the Scanner operates in such a way as to maximise recovery and output	
Key Accountabilities: 1. Setup and monitor the trimsaw. 2. Setup, operate and monitor the "A-Grader" 3. Set-up and monitor the infeed transfer to the scanner 4. Setup, operate and monitor the "Brookhuis Moisture Meter" 5. Setup, operate and monitor the "X-Scan" 6. Setup and monitor the transfers from the scanner to the two Dimter "OptiCut 450 Quantum Saws" 7. Setup, operate and monitor the two Dimter "OptiCut 450 Quantum Saws" 8. Setup and monitor the outfeed conveyors and kickers 9. Ensure that all quality checks including "test cuts" calibration of the "Brookhuis Moisture Meter" and "A-Grader" are carried out as required. 10. Carry out the required maintenance and adjustments as allocated. 11. Ensure that records are accurate and complete 12. Ensure that the general housekeeping is maintained to a high standard. 13. All other duties as required by your manager	KPIs: • Operational performance • Downtime % • Maintenance spend • Recovery % • Output m3 • Housekeeping • Calibrations Records • Test Cut Records
Operational Task – Planer Infeed	
To ensure that the cutline is supplied with the correct grade and size of timber at all times.	
Key Accountabilities: 1. Liaise closely with the Yard Forklift Driver to ensure that the in-feed has the correct packets of timber 2. Unstrap the packets, monitor the timber quality and moisture content 3. Operate the packet transfer and tilt hoist 4. Monitor the de-stack and defilleting area 5. Set up and monitor the fillet stacking 6. Monitor the transfer to the drip-out and ending rollers 7. Setup, operate and monitor the drop-out 8. Ensure accurate label and records for timber that has been rejected 9. Carry out the required maintenance and adjustments as required 10. Ensure the records are accurate and complete 11. Ensure that the general housekeeping is maintained to a high standard.	KPIs: • Operational performance • Downtime % • Maintenance spend • Recovery % • Output m3 • Housekeeping • Calibrations Records

Employee's Initials:

Operational Task – Planer Operator	
Key Accountabilities 1. Monitor the transfer after the dropout to the planer in-feed rollers. 2. Setup and monitor the planer in-feed rollers 3. Setup and monitor the tooling for the Stetson Ross Planer 4. Setup, operate and monitor the Stetson Ross Planer 5. Monitor the machine finish and six of the product 6. Monitor the out feed to the cross transfer 7. Monitor the transfer to the trim saw and A-Grader including the ending rollers 8. Carry out the required maintenance and adjustments as allocated 9. Ensure that records are accurate and complete 10. Ensure that the general housekeeping is maintained to a high standard	KPIs: • Operational performance Downtime % • Maintenance Spend • Housekeeping
Operational Task – Rerip	
Key Accountabilities 1. Set-up, operate and monitor the re-rip saw 2. Carry out the required maintenance and adjustments on the re-rip saw 3. Ensure that records are accurate and complete	KPIs: • Operational performance • Downtime % • Maintenances spend
Operational Task – Forklift	
Key Accountabilities 1. Ensure that bins are removed and replaced as required 2. Ensure that the volume in the bins is maximised 3. Ensure that the bin storage area is utilised in such a way as to maximise the storage area 4. Carry out the required maintenance checks on the forklift 5. Ensure that records are accurate and complete 6. Ensure that each bin has the correct label 7. Ensure that the general housekeeping is maintained to a high standard in and immediately surrounding the Cutline building, including the extraction system	KPIs: • Forklifts % downtime • % bin utilisation • Housekeeping
General Operations Duties	
Key Accountabilities 1. Monitor the cross feed transfers 2. Monitor the waste transfers 3. Setup, operate and monitor the hogger 4. Carry out the required maintenance and adjustments as allocated 5. Ensure that records are accurate and complete 6. Ensure that the general housekeeping is maintained to a high standard	KPIs: • % blockages
Working Relationships: To build and maintain effective working relationships with all stakeholders	
Key Accountabilities: 1. Build trust, value others, communicate effectively, focus on the customer, collaborate with others, solve problems creatively and demonstrate high integrity. 2. Maintain professional internal and external relationships that meet company core values 3. Proactively establish and maintain effective working relationships within own department and all support departments.	KPIs: • Stakeholder complaints • Peer review
Health, Safety & Environmental:	

Employee's Initials:

To take all practicable steps to ensure a safe and healthy working environment for self and other team members	
Key Accountabilities: 1. Adhere to company health and safety procedures and policies to ensure that Taranaki Pine continues to be a safe environment in which to work 2. Maintain a clean and tidy work environment and keep facilities maintained to high standards. 3. Report any accidents and near misses promptly and accurately to your department head.	KPIs: • Health and Safety stats • Supervisor review • Peer review
Quality: To comply with all quality standards and procedures within the department.	
Key Accountabilities: 1. Work to all quality product specifications and department manuals. 2. Report any internal or external non-conformances or other quality issues to your supervisor immediately. 3. Ensure you are adequately trained for carrying out any quality inspections/testing for the department. 4. Demonstrate commitment to quality through actions and communication with other team members	KPIs: • Quality stats • Customer complaints • Performance review
Professional Development On-going training and development of self	
Key Accountabilities: 1. Demonstrate a willingness and a commitment to personal growth 2. Active and willing participation in training courses 3. Sharing knowledge, skills and experiences with staff, co-workers and managers where applicable.	KPIs: • Training records • Peer review

PERSON SPECIFICATION

Knowledge and Experience

Essential Skills:

- Willingness to learn new skills
- To be physically fit and able to work
- Basic literacy skills
- Ability to work in a team environment
- Ability to look after self and others at work

Desirable Skills:

- Previous experience in a wood manufacturing environment
- Knowledge of Taranakipine products

Skills and Attributes:

- Ability to communicate effectively to all TSM stakeholders
- Committed to personal growth and development through training.
- Committed to making a difference and striving to achieve the direction and objectives as set by the Company
- A commitment to make a difference and to achieve the objectives set for the department with a particular focus on continuous improvement
- Demonstrated ability to be fair with all parties they deal with in order to recognise that a successful sustainable team will be created by ensuring relationships are built and strengthened by dealing with people based on this value.

Employee's Initials: