

JOB OPENING: Fulltime Production Assistant

DEPARTMENT: Production

SUMMARY: This position will support activities in the Production Department

Pharmaceutical Specialties, Inc. (PSI), a Rochester pharmaceutical manufacturer of skin care products for people with sensitive skin (i.e. Vanicream™ Skin Cream), is seeking qualified applicants for a full-time Production Assistant position.

This position offers a generous & comprehensive compensation benefits package, salary is commensurate with experience

ESSENTIAL DUTIES & RESPONSIBILITIES MAY INCLUDE, BUT ARE NOT LIMITED TO:

- Obtain raw materials from warehouse
- Weigh & measure ingredients
- Combine & mix ingredients
- Transfer materials during processing
- Packaging and assembly
- Document activities according to established protocols
- Assemble & sanitized equipment
- Clean & maintain manufacturing & packaging equipment as well as facilities
- Other duties may and will be assigned

EDUCATION & EXPERIENCE:

- Previous manufacturing experience within a cGMP environment
- High school graduate or equivalent

MUST HAVES:

- Mathematical skills – must have the ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions & decimals
- Language skills – must have the ability to read, record & speak the English language, interpret documents such as directions, instructions, safety rules, operating & maintenance instructions
- Reasoning ability - must have the ability to apply common sense and understanding to carry out instructions furnished in written, oral or diagram form
- Certificates, Licenses, Registrations – must be able to obtain an industrial powered forklift certification
- Must have clear vision from twenty inches to twenty feet & must be able to identify and distinguish colors

PHYSICAL DEMANDS

- Must be able to stand on a concrete floor for the majority of the shift, walk part of the time & sit occasionally
- Must be able to use fingers & hands to manipulate and adjust equipment & select and inspect product

- Must be able to reach arms length, kneel & crouch at various times
- Ability to lift & carry up to 75 pounds at various times & 25 pounds regularly
- Must be able to manipulate and use barrel mover with up to a 600 pound load

EMAIL RESUME/APPLICATION

Visit our Website for more information including job application form: www.psico.com

Send application to: applicants@psico.com

** We are a Minnesota Star Tribune Top 100 Work Place.