

## **OPERATOR**

**Number of Posts:** 10

**Contract Type:** Indefinite (Full Time)

### **Job description**

- Make settings to semi-automated machinery (e.g. during part change over)
- Operate the machine to manufacture parts
- Provide raw material to the machine
- Prepare and verify container identification labels.
- Document raw material quantities, scrap, batch number traceability and perform in-process checks both visually and also using specific tools/jigs in a timely manner. All data has to be documented and signed-off.
- Adhere to all Standard Operating Procedures and Quality policies.
- Ensure that area is in safe, clean and up to '6S' standard
- Complete any production charts or other paperwork that is required; these papers are filled in as per good documentation practices and are written in English
- Communicate with other operators and with the Shift Supervisor/Production Manager as required

### **Requirements**

There are no specific requirements for this position since training will be provided by experienced supervisors and senior operators. Employees must be minimum 18 years of age. Good spoken and written English is necessary.

### **Training provided**

Yes

### **Any assistance with accommodation/relocation**

Euro 100 per month for 3 months (Euro 300 in total) in support of relocation and the travel cost to Malta.

### **Any other benefits**

- The manufacturing operation works on 3 shifts. Employees will rotate as follows; 1 week on Morning Shift (6am to 2pm) followed by 1 week on Afternoon Shift (2pm to 10pm) followed by 1 week on Night Shift (10pm to 6am). This pattern repeats itself every 3 weeks. Shift Allowances are available as follows: Euro 1.35/day worked (Morning), Euro 2.90/day (Afternoon) and Euro 9.00/day (Night).
- A production bonus at Euro 0.335/hour worked (excludes breaks) is available based on output, quality and employee behaviour.
- A transport allowance of Euro 1.16 per working day is available.
- A company paid health insurance (Clinic Scheme)

- Hours above 40 within 1 week are paid at overtime rate not less than x1.5

### Salary

The starting salary will be Euro 199.08/week (40 hours).

For employees who perform well, this salary will increase to Euro 214.08/week after 1 year (based on a performance evaluation and a recommendation from the Manager).

The following table gives clarity to the remuneration for this position (note that wages are paid Bi-Weekly i.e. every 2 weeks) in Euro:

| Pay Element           | Clarification                        | Bi-Weekly     | Yearly        |
|-----------------------|--------------------------------------|---------------|---------------|
| Base salary           | Euro 199.08/week                     | 398.16        | 10,352        |
| Mandatory Bonus       | Issued in Mar, Jun, Sep and Dec      |               | 512           |
| Transport allowance   | Estimate based on € 1.16/day         | 10.08         | 262           |
| Shift allowance       | Estimate based on average € 4.41/day | 38.33         | 997           |
| Production bonus      | Estimate based on € 0.335/hour       | 19.66         | 511           |
| <b>Gross Earnings</b> |                                      | <b>466.23</b> | <b>12,634</b> |
| National Insurance    | also referred to as Social Security  | 47            | 1,263         |
| Tax                   |                                      | 17            | 607           |
| <b>Net Earnings</b>   |                                      | <b>402</b>    | <b>11,276</b> |

### How will the interviews be held

Skype interviews

### Any other information

At Baxter you will discover that whatever we do finally translates into our mission to “Save and Sustain Lives”; all of us at Baxter around the world strive to serve our patients and indirectly their families.

In Malta, you will not only be proud to serve patients but you will work in an environment where you will be truly RESPECTED. Respect is shown in the following manner:

- Your safety and health are of utmost importance to us. Your workplace has been assessed and measures have been put in place to keep you safe.
- You will be called by your name and you will be encouraged to address your peers, subordinates and supervisor(s) by name too.
- All managers practice an open-door approach where you do not need to make appointments to meet to a manager.
- Your remuneration will be paid to you on time and in line to what would have been agreed.
- You will not be harassed; you are not to allow harassment to occur to you. Harassment in whatever manner is unacceptable and any observed infringements are dealt with severely. Shouting is not acceptable and neither is sarcasm.
- Diversity and Inclusion are practiced in Malta. You will be recognised regardless of your gender, skin colour, social status or country of birth but for what you are able to contribute to Baxter.

You will be respected at all times. Likewise you are to be mindful of others and show respect at all times.