



Laminator Assistant * Poly Craft Industries Corp. Middletown, NY

Overview: Poly Craft Industries Corp. is seeking a Laminator Assistant in Middletown, NY (Orange County).

The Laminator Operator Helper supports the Laminator Operator by assisting with film changes, material handling, and general machine area tasks. This role ensures smooth production flow and contributes to the cleanliness, organization, and efficiency of the Converting Department.

Key Responsibilities

- Assist with machine setup and operation under the guidance of the Laminator Operator
- Help monitor equipment and report issues or abnormalities to the supervisor or operator
- Follow all safety protocols while handling materials and operating near machinery
- Change film rolls safely and efficiently during machine runs
- Organize raw and finished materials in designated workspaces
- Ensure proper labeling and handling of material to maintain product integrity
- Clean equipment and surrounding area regularly to meet sanitation and safety standards
- Remove debris and excess materials from the laminator station during and after shifts
- Ensure tools and supplies are stored neatly and securely
- Follow all processes and procedures as outlined by the Converting Supervisor
- Be available to assist across the department as needed
- Communicate effectively with supervisors, peers, and machine operators
- Perform other tasks as assigned to support operations
- Abide by company policy regarding Good Manufacturing Practices and execute, applicable job-specific and company-wide SQF documentation and practices

Requirements:

- High School Diploma/GED
- 2 years' experience
- Reference Check

Ability to lift and carry up to 60 lbs. regularly

Willingness to follow directions and learn machinery operations

Attention to detail and ability to follow safety and operational protocols

Frequent standing, walking, bending, and lifting throughout the shift

Must be able to safely handle film rolls and related materials (up to 60 lbs.)

Comfortable working in a production setting with varying noise levels and temperatures

Skills needed to perform the job:

Laminator support and film roll handling

Safety, GMP, and SQF compliance

Teamwork and communication

Attention to detail and material labeling

Shift, Salary, and Benefits: This is a full-time position, Monday - Friday, 6 am - 6 pm, \$18.00 - \$20.00 hourly. Benefits include Health Insurance, Dental Insurance, Paid Vacation, Paid Sick Leave, Holidays, 401K/Retirement, and Clothing Allowance.

To apply email jobs@polycraftind.com or at website <https://polycraftind.com/jobs/>