



Job Posting: Production Assistant

Kaiser Manufacturing (396 E St Charles Road, Carol Stream) is hiring a part-time Production Assistant to work 25 to 30 hours per week. The schedule is flexible during daytime hours (generally 9 AM to 5 PM), Monday through Friday. Starting pay is \$20 per hour.

The ideal candidate will have a strong work ethic and interest in manufacturing. We're an all-in, hands-on type of team, participating in many different tasks to aid in the production of parts from start to finish.

Responsibilities:

- Pack and ship products to customers
- Receive and process incoming shipments
- Perform parts cleaning and finishing operations
- Maintain general warehouse organization and upkeep
- Manage material inventory
- Assist the Production Manager with day-to-day operations

Qualifications:

- Strong work ethic
- Willingness to learn new skills
- Reliability and attention to detail
- Ability to work both independently and as part of a team

Why Join Us?

As a small company, we offer a supportive work environment where your contributions are valued and noticed. We provide genuine growth potential for team members who show dedication and a desire to develop skills in manufacturing.

- Flexible daytime hours to support work-life balance
- Paid time off and holidays
- Hands-on training in manufacturing technologies
- Collaborative, supportive team environment

This is a great opportunity for someone who is looking to grow and advance in their career. Please submit your resume and qualifications to Nic Kaiser at nic.kaiser@kaiser-mfg.com.

About Us:

Kaiser Manufacturing creates custom Kaizen Shadow Foam organizers for tools, cases, and other applications. These products are used in manufacturing environments focused on Lean strategies, 5S and general workspace organization. They also offer high quality protection and presentation in travel cases and demo kits. Learn more at <https://kaisermanufacturing.com/>