

Job Description for:

Machine Knitting Trainer and Sample-Maker

Reports to: Key Customer Development Manager

**Job purpose**: To create knit product samples in an accurate and timely manner so that each product properly reflects the requirements communicated from the customer. To train production teams how to manufacture products from samples.

**Key responsibilities and accountabilities:**

1. Train Production teams in how to manufacture products based on samples.
2. Train production teams in basics of operating KH868 and KR850 knitting machines.
3. Create Samples
   1. Receive product details such as photos, physical samples, or drawings and use a brother KH868 and KR850 knitting machine to create samples.
   2. Ensure that directions are followed and samples are made correctly the first time to minimize rework.
   3. Create Samples in such a way to optimize material usage, knitting time, and quality.
   4. Provide feedback to the Customer Develop Manager on ways to improve on the quality or construction methods.
   5. Develop knit patterns as required.
4. Assist in establishing sampling systems to ensure timely, efficient, and accurate sample-making, and help to problem solve regarding work systems.
5. Ensure team areas are kept clean and orderly, and tools are kept in good repair, and supplies are well stocked.
6. Assist Production teams/QC when required

**Key Characteristics:** strong attention to detail, self motivated, organized, good planner, fast learner, able to lead others and work to deadlines.

**Key Skills:** Mid – advanced machine knitting ability. Basic English language (to interpret written English product details and instructions from the customer), basic computer skills (or willing to learn)

**Work Hours:**Office Hours 8:30am-5:30pm, Monday to Friday. Some overtime may be required to meet project deadlines.