



POSITION: Production Worker

LOCATION: Dallas, PA

POSITION STATUS: Non-Exempt/Union

Production Workers needed for 2nd and 3rd shifts!

COMPANY: OPM (Offset Paperback Mfrs., Inc.) is a leading manufacturer of printed products owned and structured as part of the Bertelsmann worldwide group of companies with two manufacturing locations in the Wilkes-Barre, PA geographic area. We are seeking the right talent to join our team in support of production operations at our Dallas Plant. Our team members are eligible for valuable contributions through competitive salaries and comprehensive benefits that include medical/dental/vision/life insurance, 401(k), flex spending accounts, and an Employee Assistance Program—all in an environment that encourages personal and professional growth and rewards innovative thought.

POSITION: Production Assistant needed in a 24-hour manufacturing environment involving large scale printing/assembly processes and equipment. Production Assistants provide support to the production and manufacturing of printed products. Production Worker is cross trained in all areas of production ranging from: bundling, packing, loading, unloading of product and monitoring specific equipment on the manufacturing line. Production Assistants must be able to stand for 8 to 12 hours, lift 50 lbs., and work in fluctuating seasonal temperature conditions. Our facility provides opportunity to grow with lead and supervisory career paths available. Will initially train on Day Shift with assignment afterwards on 2nd or 3rd Shift.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Responsibilities include manufacturing and assembling printed products. Performing assignments in accordance with established safety policies and procedures. Ability to meet production standards on specific



assignments within expected time frame. Ability to work daily and weekend overtime as required.

BACKGROUND REQUIREMENTS: High school diploma or GED

TO APPLY: For Production Assistant position apply in person or forward resume to:

Offset Paperback Mfrs., Inc.
Human Resources Office
human.resources@opm.com
2211 Memorial Highway
Dallas, PA 18612