

# Upper Midwest Sleep, LLC

## ***Box Spring Capping/Border Ruffling (Sewing) Job Description***

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### **Job Summary:**

Box Spring cloth is sewn to the quilted or smooth border.

### **Job Procedure:**

1. Obtain pre-cut border
2. Inspect border for flaws, skips and splices
3. Sew box spring cloth to the border
4. Sew end of the border together
5. Sew "Law Tag" to cover
6. Inspect cover
7. Fold and stack on cart

### **Responsibilities:**

1. Maintain thread, cloth, borders and other supplies as needed
2. Repair of own mistakes
3. Repair of warranty work as needed
4. Repair to meet product specifications
5. Maintaining a clean and safe work environment
6. Other duties as necessary

### **Physical Requirements:**

- Use of hands and fingers (grasping, handling and feeling), reaching with hands and arms with eye hand coordination.
- Ability to sit, stand, walk, stoop and kneel (standing and/or sitting for extended periods) often bending and twisting.
- Close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust and focus.
- Ability to speak and communicate effectively with the ability to read and interpret details and documents such as safety rules, procedure manuals, operations and maintenance instructions and labeling.
- Ability to lift, carry, push or pull objects up to 30 lbs.
- Able to work around noise, moving machinery, exposure to marked changes in temperature and humidity and exposure to dust.

I have received, reviewed and fully understand the job description for **"Box Spring Capping/Border Ruffling"**. As an employee of the facility, I understand that I am responsible for the satisfactory execution of the essential functions therein and acknowledge that I have no limitations or medical condition that would prevent me from fulfilling them. Furthermore, I understand these are intended as guidelines and may change over time, and that I may be asked to perform duties and handle responsibilities that are not specifically addressed in my job description.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name (print)

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Training Requirements:

Date Trained:

By: (Trainer Signature)

1. Sewing Machine Operation
2. Production Order Training
3. Personal Safety Training
4. Proper Lifting Training

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**This job description is not intended to be an exhaustive list of all duties or responsibilities associated with the job. Other job-related duties may be assigned.**