



JOB DESCRIPTION

Job Title: Sewing Machine Operator
Classification: Non-Exempt
Supervisory Status: Non-Supervisory

Employment Status: Full Time
Salary: Based on experience
Revision Date: October 16, 2025
Location: On-Site

Summary of Functions:

Tunica-Biloxi Textiles is seeking a detail-oriented and results-driven Sewing Machine Operator to join our growing team. The ideal candidate will demonstrate strong attention to detail, a commitment to quality, and the ability to work efficiently in a fast-paced, team-oriented production environment.

Duties / Responsibilities:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Meet or exceed established production and quality standards by sewing and/or stitching products to specified measurements and criteria.
- Operate and maintain sewing machines, needles, scissors, and related tools safely and efficiently.
- Demonstrate a strong sense of urgency and time management in a fast-paced production setting.
- Prioritize tasks effectively while maintaining organization and accuracy.
- Inspect and maintain sewing equipment to ensure optimal performance and report any maintenance issues promptly.
- Maintain a clean, safe, and organized work area at all times.
- Exhibit strong attention to detail to ensure high-quality finished products.
- Work effectively both independently and collaboratively with team members.
- Perform repetitive tasks with consistency and focus.
- Perform other related duties as assigned to meet operational needs.

Required Skills/Abilities:

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Excellent attention to detail with strong hand-eye coordination.
- Effective communication skills and ability to follow instructions accurately.
- Strong work ethic, reliability, and a positive attitude.
- Ability to perform under time constraints while maintaining quality and precision.
- Self-motivated, well-organized, and able to learn new tasks quickly.

- Creative problem-solving and adaptability, in a dynamic environment.
- Prior experience in a manufacturing or textile production setting is preferred.
- Prior experience as a seamstress, tailor, or related field is preferred.
- Physical ability to sit, stand, walk, bend, and reach for extended periods.
- Ability to lift and move up to 40lbs.
- Reliable transportation to maintain consistent attendance and punctuality.

Education/Experience:

- High School diploma or GED required.
- Basic sewing knowledge and experience preferred; industrial sewing experience a plus.

Supervisory Responsibilities:

This position has no supervisory responsibilities.

Work Location:

On-Site in Mansura, Louisiana

Disclaimer:

This job description outlines the general nature and level of work expected for this position. It is not intended to be an exhaustive list of duties, responsibilities, or qualifications. Tunica-Biloxi Textiles reserves the right to modify or amend job duties as business needs evolve. Employment with Tunica-Biloxi Textiles is on an at-will basis.

To apply for this position, interested candidates must submit their completed application, or cover letter and resume to:

**Tunica-Biloxi Industries, LLC
Attn: Wendy Barbry Lemoine
763 Earl J. Barbry, Sr. Blvd
Mansura, LA 71350
OR
wendy@tbeda.org**

PREFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICANS. Proof of tribal citizenship is required to be deemed preference eligible and must be submitted with employment application.

All offers of employment at Tunica-Biloxi Textiles are contingent upon clear and acceptable results of thorough background check and drug screening.