



Job Title: Production Worker - RTE

FLSA Status: Non-Exempt

Reports to: Production Supervisor

Revision Date: June 2018

The Production Worker will observe all safety regulations, ensuring all GMP (good manufacturing practices) and HACCP (hazard analysis critical control points) quality standards are met while maintaining the efficient flow of product through the production process.

ESSENTIAL DUTIES:

- Wears required personal protective equipment PPE which includes bump cap, hair net, frock, slip resistant shoes, gloves, apron and sleeves in accordance with GMP guidelines.
- Reports to assigned line at the start of the shift ready to work.
- Removes Ready-to-Eat (RTE) products from cooler or warehouse.
- Cuts RTE product with cheese slicing machine, de-linker, stick cutter or scissors.
- Places RTE product into unit packaging.
- May apply stickers by hand to packages.
- Places RTE product in a bag, caddy or/or case and puts on pallet.
- Moves finished pallet with pallet jack into warehouse.
- Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Is punctual, dependable and able to show up for work as scheduled
- Able to work safely and abide by GMP, HACCP and OSHA
- Able to maintain good personal hygiene
- Able to work in a fast-paced environment
- Able to be flexible and responsive to changing production needs
- Able to take instructions and follow directions
- Able to work as a team and treat others with respect
- Knowledgeable on basic mathematical skills
- Able to be flexible and responsive to changing production needs.

MINIMUM QUALIFICATIONS:

- High School Diploma or equivalent; or one to three months related experience and/or training; or equivalent combination of education and experience.
- Three to six months experience in a production facility, preferred.

PHYSICAL AND ENVIRONMENTAL DEMANDS:	Rarely (0-10% of workday)	Occasionally (11-33% of workday)	Frequently (34-66% of workday)	Continuously (67-100% of workday)
Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use hands to handle, or feel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reach with hands and arms	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climb or balance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stoop, kneel, crouch, or crawl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Talk or hear	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lift up to 10 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift up to 25 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift up to 50 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift up to 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift more than 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Close vision (clear vision at 20 inches or less)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cold or wet conditions (40°)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Work near moving mechanical parts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Noise less than 85 decibels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Definitions:
Rarely – 0-10% of the workday (approximately 5-50 minutes of an eight-hour day)
Occasionally – 11-33% of the workday (approximately 50 minutes to 2 ½ hours of an eight-hour day)
Frequently – 34-66% of the workday (approximately 2 ½ hours to 5 hours of an eight-hour day)
Continuous – 67-100% of the workday (approximately 5 to 8 hours of an eight-hour day)

NOTE: This job description is reflective of the primary essential functions and requirements needed to perform the job successfully. It is not intended to serve as a complete list of all duties, skills and responsibilities of the job and is subject to change at the discretion of Country Fresh Products, LLC.

Employee Signature

Date Reviewed