

**JOB DESCRIPTION**

Position: **HYGIENE OPERATIVE (NS)**

Report to: **HYGIENE SUPERVISOR**

Hours of work: 21:00 to 06:00, Monday to Friday

Job purpose:

To maintain the hygiene standard within the factory to meet with the required regulations and requirements.

Responsibilities:

* To ensure that the production areas are clean and hygienic at all times.
* To clean and sanitise the equipment and building in accordance with the relevant procedures and schedules.
* Signing off duties on all relevant cleaning records as the tasks are completed.
* To ensure that all staff facilities are clean & tidy throughout both shifts.
* To ensure that the offices and facilities including the test kitchen are cleaned.
* Ensure that all waste is correctly disposed of at regular frequencies throughout the shift.
* To perform all cleaning duties as requested by the hygiene supervisor.
* To perform any other tasks that may be requested by the supervisor or manager.
* To ensure that cleaning chemicals are used and stored correctly.
* To understand and comply with COSHH and H&S requirements.
* To use cleaning equipment such as scrubbing, vacuum & high pressure machines correctly.
* To ensure that all cleaning equipment and utensils are properly cleaned and stored after use.
* When undergoing high level cleaning ensure sufficient training has been provided before ladders, scaffolding or similar are used.

Key qualities and skills:

* Attention to detail and pride.
* Ability to work under own initiative and meet the required standards.
* COSHH and Hygiene training.
* Good verbal communication skills in English.
* Physically able to complete the required tasks effectively.

Name:

Sign:

Date: