

**JOB DESCRIPTION**

Position: **PRODUCTION OPERATIVE**

Report to: **LINE SUPERVISOR**

Hours of work: Shifts between 6am and 10pm from Monday to Friday

 Shift between 6am and 12pm on Saturday if required.

Job purpose:

Working within a team producing bakery products performing various activities within the factory which includes handling food through the various stages from weighing to packing.

Duties:

* Weighing and mixing of ingredients in accordance with Process Manual
* Moving dough between production points including placing pieces into pans.
* Lifting and loading of full and empty pans into racks.
* Pushing of large racks (empty and loaded) between production points.
* Stacking boxes with weights of up to 20kg onto pallets, with consideration to H & S guidelines.
* To adhere to Good Manufacturing Practices at all times, which includes food safety, housekeeping and process adherence.
* To produce products to the required quality standards adhering to recipes and specifications and reporting any issues to the supervisor or manager as soon as they are evident.
* To comply with all Health and Safety requirements and reporting any Health & Safety issues, including unsafe behaviour in the workplace.
* To assist with keeping the production area clean during production with “clean as you go” policy
* To assist cleaning the production line and area of work at the end of the shift.
* To perform any other reasonable tasks requested by supervisors and managers.

Key Qualities and skills:

* Attention to detail and pride.
* Ability to work under own initiative and meet the required standards.
* Understanding of food safety.
* English is the language of operation on site.
* Physically able to complete the required tasks effectively.