

POSITION DATA					
JOB TITLE:	General Utility Worker	JOB CODE:	UGUW	LOCATION:	Brockport
DEPARTMENT:	Production	REPORTS TO:	Production Group Leader	FLSA STATUS:	Non-Exempt
JOB SUMMARY					
The successful candidate shall learn all facets of production line operation(s), in variety of processes, functions, and capacities. To include inspection of raw product, and packing of finished poly bags/cartons. <i>Nortera Foods USA Inc. is dedicated to ensuring the safety of its employees, food products and meeting the requirements of the SQF 2000 code. As such employees must understand how their job description involves food safety and quality and meeting the applicable sections of the code.</i>					
ESSENTIAL FUNCTIONS					
- Product inspection, placement, and packaging - Corrugated carton making - Package and carton marking/coding verification - Sealer operation - Print message input - Verification of metal detection - Comprehension of daily production schedule - Inspection of raw product, removing extraneous vegetable material, and all other product defects. - Help to produce the highest quality of finished product - Adhere to all company Good Manufacturing Practices (GMP's) - Demonstrate a personal commitment to safety Report any food safety, health & safety, quality concerns to your immediate supervisor, (MANDATORY)					
QUALIFICATIONS					
KNOWLEDGE, SKILLS AND ABILITIES	- Must be a team player - Must be able to effectively communicate with others				
PHYSICAL DEMANDS	The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. - Frequent lifting/carrying up to 40lbs. Occasional up to 100lbs (Joint) - Frequent pushing/pulling up to 20lbs. Occasional up to 40lbs - Frequent bending, twisting, walking - Occasional squatting, climbing, crawling, typing - Constant dexterity, reaching, standing, sitting - Specific vision abilities are required by this job to include close vision, color vision, depth perception and the ability to adjust focus.				

	Appropriate work intensity level: Medium
WORK ENVIRONMENT	The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable the individuals with disabilities to perform essential functions. - Noisy conditions - Dusty conditions - Hot or humid conditions - Wet conditions - Work near moving mechanical parts
EXPERIENCE	No experience required
EDUCATION	High School Diploma or Equivalent Preferred

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities. Nortera reserves the right to amend and change responsibilities to meet business and organizational needs as necessary. A position description is written for each position in our company and maintained on file with HR. The purpose of these position descriptions is to define job standards and essential functions and physical requirements, as well as marginal or peripheral duties and reporting relationships for the various positions throughout our company. Employees may request a copy of their position description at the time of hire and whenever accountabilities change significantly. Position descriptions are designed to promote a better understanding of the total job for both employees and supervisors. Supervisors will refer to position descriptions during the recruitment and hiring process, as well as during performance appraisal discussion. Position descriptions are updated periodically to reflect changes in job duties and organizational structure. Employees should schedule time to meet with their supervisor if they believe their position description needs updating or if they have questions.