

POSITION DATA					
JOB TITLE:	Repack Sanitation Associate A	LOCATION:	Brockport	SUPERVISES:	N/A
DEPARTMENT:	Production	REPORTS TO:	Production Manager	FLSA STATUS:	Non-Exempt
JOB SUMMARY					
Clean and sanitize all repack machinery, structures, and support equipment in accordance with “Notera’s 7 Steps of Sanitation”. Apply approved chemical components as cleaning agents in safe and productive manner. Utilize the facility-approved LockOut/TagOut program and all necessary personal protective equipment as required by facility M.S.D.S. policy. <i>Nortera USA Inc. is dedicated to ensuring the safety of its employees, and 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					
▪ Cleaning and sanitation of all vegetable poly cold rooms and enclosed Yamato and Golden Eagle scale systems. ▪ Cleaning and sanitation of all poly baggers and related equipment. ▪ Cleaning and sanitation of automated caser, conveyor systems, and related equipment. ▪ Cleaning and sanitation of the retail vegetable KK line, including the volumetric filler and receiving chute. ▪ Cleaning and sanitation of the bulk vegetable line, including all related flex or shaker pan systems and product hopper. ▪ Cleaning and sanitation of auto cob line and support equipment. ▪ Cleaning and sanitation of all M/R-Room feeder systems, bucket elevators, product conveyors, and related shaker pan systems. ▪ Cleaning of all the case palletizers and related conveyor system. ▪ Cleaning and sanitizing of all repackaging and palletizer floors, walls railings, and additional structures contained within. ▪ Cleaning and sanitation of all repack floor drains and drainage systems. ▪ Set-up of all fiber, wrap and other support materials for the next production shift. ▪ Responsible for the condition and storage of all sanitation equipment and materials. ▪ Work on other projects as listed on the Master List of Sanitation. ▪ 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, or quality concerns to your immediate supervisor, (MANDATORY) ▪ All other duties as assigned by Sanitation Group Leader.					
QUALIFICATIONS					
KNOWLEDGE, SKILLS AND ABILITIES	▪ Must be a team player ▪ Must be able to effectively communicate with others ▪ Good communication skills				

Repack Sanitation Associate A Position Description

	Knowledge to work with chemicals and its applications
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 30lbs. (Must be able to joint lift 40lbs+ Occasionally) - Frequent pushing/pulling up to 40lbs. Occasionally up to 100lbs - Frequent bending, squatting, twisting, climbing, dexterity, reaching, walking, typing - Occasional sitting, driving - Constant standing - 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 – Heavy
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 - Exposure to extreme/seasonal temperatures - Exposure to chemicals or solvents - Work near moving mechanical parts
EXPERIENCE	No experience required
EDUCATION	High School Diploma or Equivalent

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.