



## IPPOLITO FRUIT AND PRODUCE JOB DESCRIPTION

**DEPARTMENT: PRODUCTION**

**JOB TITLE: GENERAL LABOUR**

### Summary

To complete assigned tasks in a safe and timely fashion at various locations throughout the production department.

### Principal Accountabilities

- Inspect a bag/tub on regular basis (every 30 minutes) ensuring seal, tamper band affixed to tubs, date codes, labels, case codes and product meet quality standards and notify lead hand or supervisor of any concerns
- Grade, package and palletize various products, ensuring quality control standards are met
- Maintain a clean work area, sweeping the floor and removing any hazards (ie. Leaves on the floor, pallet strapping, etc.) and leave work area clean at the end of each shift
- Follow all applicable Health & Safety and Food regulations and procedures, wearing Personal Protective Equipment as advised, such as steel toe shoes, safety glasses, hearing protection, Teflon gloves, etc. and attend training session as required
- Report to Lead Hand, following all Food and Safety Policies, and ensuring supervisors or lead hands are kept up to date of concerns relating to quality and safety issues
- Able to lift 30 pounds
- Other duties as assigned by Supervisor/Manager

### Knowledge Requirement

Good hand eye co-ordination. Food industry knowledge is desirable. Able to work in a fast paced environment

### Training Requirement – SQF Food Safety:

Personnel Practices, GMP's  
Product Release SOP 9

### Responsibility

Internally this position deals closely with all production and maintenance staff. Ensure production quotas and other requirements set out by production supervisors are met, and that any quality concerns are reported to production supervisors. Report all workplace accidents or health & safety concerns to a supervisor or HR representative.

### Working Conditions

Work is performed in a fast paced cold and wet environment. Mental stress is relative to meeting tight deadlines, product accuracy and keeping up with the production line. Moderate lifting (30 pounds) and prolonged standing is involved.

**Agreement: The incumbent understands, respects and adheres to the workplace Health & Safety rules and regulations.**

**Agreed upon by:** \_\_\_\_\_  
Incumbent (Print Name)

\_\_\_\_\_  
Incumbent (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor