

DARTMOUTH FOODS LTD

Issued by:	Peter Leatherby	Document No:	
Position:	HR Consultant	Issue No:	
Approved by:		Issue Date:	
Position:		Page No:	



Role Profile: Hygiene & Machine Operator

Job title:	Hygiene & Machine Operator	Reports to:	Area Supervisor
Overall purpose:	To work with and support the business and team to ensure good working practices and housekeeping to assist in the production of the highest quality product.		
Time required to reach effective performance:	6 - 9 months		
Next step progression route:	Lead Operator		

General attainment / training required:	Job related experience, knowledge and skill requirement:
Level 2 Food safety Procedures and policies relevant to your role. Base written and spoken English	Previous experience in food Manufacturing An advantage.

Skills and knowledge for effectiveness in the role:	Behaviours:
<p>Work Area Skills</p> <ul style="list-style-type: none"> - Adhere to and understand the business policy's, procedures and standards and report any issues to your area supervisor. - Delivers quality and accuracy in own work - Delivers high standards of workplace cleanliness CAYGO (Clean as you go) - Effectively uses resources available, people, utilities and materials - Follow and adhere to all health and safety requirements, Risk assessments and work instructions to ensure your and your colleges safety. - Operation of equipment and reporting defects. <p>Personal/Interpersonal Skills</p> <ul style="list-style-type: none"> - Time management and attendance. - Ability to cope with changes in demands and circumstance - Maintains positive and productive relationships with individual team members and other departments - Able to take direction and follow it using own Initiative to report any issues. 	<p>Use of own Initiative</p> <p>Quality focus</p> <p>Customer focus</p> <p>Team working</p> <p>Effective communication</p> <p>Working to Standards</p> <p>Pride in own work</p> <p>Respects Others</p> <p>Flexible approach to work</p> <p>Attention to detail</p> <p>Takes personal responsibility</p>

ROLE RELATED TASKS – Below are examples of the duties involve in your role and are not exhaustive these duties may change with business needs and requirements.
You will not be asked to do any task in which you are not trained or authorised to undertake.

CAYGO – housekeeping clean as you go. Emptying bins, wiping down equipment and tools etc

Stripping of carcasses – removing meat from carcasses on the stripping line and segregating as appropriate.

Shredding meat and passing through the x-ray machine

Bagging of meat and Fat

Potting Fat

Laying out of products into trays

Washing trays with water

Equipment operation: Mixer, Shredder, sealers, bag sealer, ovens, metal detection, x-ray, mincer, traceability paperwork.