



JOB DESCRIPTION

Position: Processor
Reports to: Production Supervisor
Classification: Non-exempt

POSITION SUMMARY

The processor is responsible for the set up and functioning of all production equipment. In addition, this person will perform PM's and adjustments to the equipment required for proper operation of the equipment. The person must also be able to make some minor repairs where necessary.

ESSENTIAL JOB FUNCTIONS

- Pretzel oven operations including oven control adjustment to meet moisture specifications
- Caustic cooker operations including Cooker control adjustment to meet color / pH specifications.
- Fryer operations including control adjustments.
- Extruder operations including set up and adjustments.
- Operating the forklift to supply kitchen / mixer operators with ingredients.
- Mix seasonings per standard operating procedures.
- Add seasoning to processing equipment per recipes.
- Assist in quality assurance with samples of finished product
- Follow proper Good Manufacturing Practice (GMP) and standards and report violations
- Follow safety procedures and report violations of safety procedures
- Setup and operate all equipment with a high degree of proficiency
- Complete paper work required for the production function
- Work with mechanics to resolve machinery issues
- Basic troubleshooting and troubleshoot equipment for maximum efficiency
- Run samples to assist in establishing efficient and realistic standards
- Communicate with warehouse for supplies needed (ingredients)
- Ensure that work areas are cleaned up at end of shift each day and helps prepare lines for next day's production or for next shifts production

EDUCATION AND EXPERIENCE

- High school diploma or equivalent required

REQUIRED SKILLS AND ABILITIES

- Team player
- Time management



JOB DESCRIPTION

- Communication
- Able and willing to work overtime as needed
- Able and willing to work weekends

ESSENTIAL PHYSICAL REQUIREMENTS

While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand, walk, sit, use hands to finger, handle or feel and reach with hands and arms. The employee must occasionally lift and / or move up to ten (10) pounds and may infrequently lift and / or move up to twenty-five (25) pounds. Specific vision abilities required of this job include close vision, distance vision, color vision and peripheral vision.

I have read the above job description and acknowledge receipt of the same. I understand that this job description is not all-inclusive and other duties may be assigned. I further understand that it is my responsibility to ask my direct supervisor any questions I may have about my job requirements / duties.

Employee Signature

Date

Printed Name