

4/16/2021



Job Description North Plant Sanitation

SUMMARY

Responsible for the complete clean up of production and non-production areas. If absent, another trained employee or trained backup will be scheduled to cover responsibilities for this position.

PRIMARY RESPONSIBILITIES

1. Clean all restrooms, break rooms, production areas, warehouses, and offices
2. Adhere to all cleaning frequencies set by the Hormel Master Sanitation Schedule (ST0007FO)
3. Fill out all necessary paperwork. Including Hormel Master Sanitation Schedule (ST0007FO)
4. Keep track of all cleaning supplies including weekly inventory. Maintain cleaning supplies and perform weekly inventory using ST0013FO Hormel Sanitation Inventory Form.
5. Know and understand cleaning procedures and correct concentration and application of all cleaning and sanitizing chemicals (if goggles are needed employee is responsible to pay \$14.00 if lost).
6. Must complete safety training associated with the chemicals used in this position. Must follow all PPE requirements necessary for job tasks, and know how to use MSDS information when needed.
7. Understand the operational controls of equipment scheduled to be cleaned and equipment used in the sanitation process
8. Assist in keeping parking lot and grounds clean
9. Other duties as assigned by supervisor
10. Must comply with regulatory as well as company food safety, employee hygiene, quality and employee safety rules and policies
11. Must retain knowledge of all cleaning procedures necessary to the position

PHYSICAL ENVIRONMENT/WORKING CONDITIONS

This position is in a manufacturing environment and will involve standing for long periods of time. You will also be working in temperatures less than 50 degrees Fahrenheit when inside, and winter conditions or summer heat when doing outside responsibilities. Some repetitive arm and hand movement and lifting of up to 50 lbs. May be required to work an occasional Saturday and/or Sunday as needed.

EQUIPMENT/MACHINERY USED

Utility knives, cardboard baler, trash compactor, chemical spray bottles, mops, brooms, portable foam units, floor squeegees, scrub brushes, and dolly.

TRAINING REQUIREMENTS

New Employee Orientation, Chemical Safety Training and on the job training.

SIGNATURES

4/16/2021

Signatures below constitute employee's understanding of the responsibilities and requirements of the position and Supervisor's verification that the employee is competent to complete the required tasks.

Abernethy Okun 04-16-21

Employee Printed Name

Employee Signature

04/16/21

Date

[Signature] 04/16/21

Supervisor Signature