

Job Description

Line Sanitation Employee

SUMMARY

Responsible for the sanitation of production equipment during production hours. Employees will also be responsible to verify concentration of sanitizers and the functionality of sanitation equipment. At their supervisor's request, they may disassemble some equipment, wash and clean the equipment, and prepare for inspection in the morning prior to general operations start up, use low pressure water hoses and or various cleaning chemicals and sanitizers, if they have undergone all necessary training to do so. Includes cleaning of welfare areas and outside property as assigned. If absent, another trained employee will be scheduled to cover responsibilities for this position.

PRIMARY RESPONSIBILITIES

1. **Personal Protective Equipment (PPE) Required:** ear plugs, hairnet, blue apron, disposable sleeves, chemical resistant gloves, clean smock, assigned footwear, disposable pants, chemical splash goggles (employee responsible for lost goggles, \$14.00), face shield and other PPE as assigned.
2. Must complete safety training associated with any chemicals used in this position. Must follow all PPE requirements necessary for job tasks and know how to use Safety Data Sheets (SDS) information as needed when working with hazardous chemicals.
3. May need to use pallet jack or barrel dollies to move materials. Employee works closely with operators to attain daily production goals.
4. Must be able to do physically demanding work with some lifting (30-50 lb.). Employee should be able to work in either warm or cold temperatures and stand on the job for a maximum of 4 hours at a time. Employees must also possess physical stamina with a range of motion and dexterity.
5. Must comply with regulatory as well as company food safety, employee hygiene, quality and employee safety rules and policies.
6. Responsible for inspecting and filling of dry sanitizer mats, inspecting and sprinkling dry sanitizer underneath exposed product lines and in the entrances of all production rooms to maintain adequate supply throughout shift.
7. Responsible for sanitizing all Zone 1 equipment areas of the production rooms every four hours maximum, using a hand pump sprayer or central sanitizer hose (Depending on Production Room) with an approved sanitizer in it. All employees not involved in the sanitation process should be asked to move away from the line during the sanitation process for their safety. Do not sanitize until all product is removed from the line and all employees are away from the line.
8. Responsible for ensuring squeegee baths, Sole Sanitizers, Sole Scrubbers, and foot foam baths have the proper concentration of 800-1200ppm Multiquat in them. Baths shall be refilled if they have changed color due to dirty water or debris, if there are excessive amounts of debris in them or if the concentration is outside range. The high range blue MultiQuat hose would then be used to refill the bath.
9. Must complete all Sanitation trainings required with position.
10. Maintain legible and accurate records for daily sanitation activities and chemical concentrations. (Daily Sanitizing Log, Daily to do List, Shift Communication, etc.)

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11. Understand and follow all Sanitation Standard Operating Procedures (SSOP's) and other cleaning procedures as well as application of all cleaning and sanitizing chemicals associated with position.
12. Knowledge and understanding of how to test chemical concentrations and use basic multiplication/addition/subtraction/division to figure out the correct concentrations and to achieve the desired mix ratio when mixing chemicals.
13. Other duties as assigned.

PHYSICAL ENVIRONMENT/WORKING CONDITIONS

This position is in a manufacturing environment and will involve standing and walking for long periods of time, working in warm and cold temperatures, and some lifting of up to 50 pounds. Employee must possess physical stamina with a range of motion and dexterity, able to push and pull as well as bend and stoop. Position involves working with wet and dry soils, liquid and solid hazardous chemicals. Employee may be required to work an occasional Saturday and/or Sunday as needed.

JOB REQUIREMENTS

English literacy, written and oral communication skills, math aptitude, organization and time management.

TRAINING REQUIREMENTS

Comprehensive Orientation/SQF Orientation, New Sanitation Employee Training (ST0021FO), Employee Right to Know/GHS/Bloodborne Pathogens/AWAIR, Hazard Communication, Food Defense, Chemical Safety, Allergen Control, FDA SSOP, SQF, Hearing Conservation, Fire Safety, Forklift Awareness, SSOP's, other trainings as assigned.

EQUIPMENT/MACHINERY USED

Air-assisted foam/sanitize equipment, dip / particulate depositors, packaging, filling, sealing and conveying equipment, flumes, slicers, tumblers, steam generators, pallet jacks and barrel dollies, automated sole scrubbers, automated sole sanitizers, cleaning utensils, hand-held tools, other equipment as assigned.

SIGNATURES

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.

Mora Sao
Employee Printed Name

Mora Sao
Employee Signature

12/13/11
Date

[Signature]
Supervisor Signature