

## **Job Description Production Sanitor Employee**

### **SUMMARY**

Responsible for the upkeep of production and non-production areas during production hours. Employees keep the floor clear of debris and keep the floors dry using squeegees, including removal of garbage and cardboard. 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, disposable apron, disposable sleeves, disposable gloves, disposable pants, clean smock, chemical splash goggles (employee is responsible if lost \$14.00) and assigned footwear.
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 when needed.
3. 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 four hours at a time. Employees must also possess physical stamina with a range of motion and dexterity.
4. Must comply with regulatory as well as company food safety, employee hygiene, quality and employee safety rules and policies.
5. Floor squeegees and waste shovels will be used to remove liquids and or product from floor areas. Squeegees should be used in a pulling motion whenever possible with the head not leaving the floor whenever possible. Squeegeeing underneath exposed product is only acceptable at mid-shifts or if direction by Supervisor is given. Squeegees and shovels should be carried with the bottoms as low to the floor as possible and should be stored in a sanitizer bath when not in use.
6. Any trash off the floor should only be put into black garbage bags and should be stored as far away from product lines as possible. Clear garbage bags are used by the sinks and production lines for garbage that has not fallen to the floor and potentially has been contaminated. When removing full garbage bags from waste receptacles, the bags should be pulled down through the skeleton so the waste stays as low to the floor as possible and should be carried as low as possible.
7. When touching squeegees, items from the floor, shovels, waste receptacles or anything considered dirty or contaminated, you will need to change your gloves and wash your hands before touching any clean plant surfaces.

### **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. This position requires the employees to work in an environment with hazardous chemicals. Employee will be working with wet and dry soils. This is a fast-paced

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team-oriented environment. May be required to work an occasional Saturday and/or Sunday as needed.

**JOB REQUIREMENTS**

English literacy, oral communication skills, 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, Allergen Control, SQF, Hearing Conservation, Fire Safety, Forklift Awareness, GMP, Waste Management & Disposal, Production Sanitor Training, other trainings as assigned.

**EQUIPMENT/MACHINERY USED**

Floor squeegees, shovels, cardboard and trash compactors, 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.

Ibrahim Muse  
Employee Printed Name

Ibrahim Muse  
Employee Signature

08/19/22  
Date

[Signature]  
Supervisor Signature