

4/25/2023

David Miller

Job Description

Raw Room Sanitor

SUMMARY

Responsible for maintaining cleanliness of the raw product rooms during operations. 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 procedures 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.
8. Responsible for picking up fallen tools or equipment and sanitizing them as described below:
 - a) Zone 1 items (paddles, scoops, apple tubs, slotted trays, etc) that fall on the floor need to be marked "to be cleaned" and placed in the sanitation area for proper cleaning. Each sink (MV2 and Tumbler Room) will have one compartment designated for items "to be cleaned". The other two compartments will be designated for "clean items."
 - b) Nuts, bolts, and other small items will be placed in a container near the "to be cleaned" section of the three-compartment sink by the sanitor or maintenance

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personnel (gloves and sleeves must be changed). If these small items are needed immediately; Zone 1 and 2 items needed to be full cleaned by a trained sanitation employee. Zone 3 through 5 items can be cleaned using a disinfected wipe by maintenance.

- c) Knives (need to be opened), tools (if not complex tools), and pens need to be thoroughly sanitized.
 - d) Generally, only Sanitors can pick up these items from the floor (exceptions are Maintenance, Line Leads or Supervisors who must follow the proper handling instructions).
9. Manage any drain issues or notify the Production Supervisor or Line Lead if unable to correct issue.
 10. Do not come into contact with other employees, product, or product equipment as to minimize potential for cross-contamination.
 11. This position may rotate with other sanitor positions during the same shift as needed.
 12. Perform miscellaneous 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 temperatures less than 50 Degrees Fahrenheit, must possess physical stamina with a range of motion and dexterity, and repetitive lifting of 30 to 50 lbs. May be required to work an occasional Saturday and/or Sunday as needed.

EQUIPMENT/MACHINERY USED

Floor squeegees, shovels, cardboard and trash compactors, apple grinder, other equipment as assigned.

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, SQF, Hearing Conservation, Fire Safety, Forklift Awareness, GMP, Waste Management & Disposal, Production Sanitor Training, other trainings 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.

D. V. M. I. C. R.
Employee Printed Name

Employee Signature

4-25-23
Date

[Signature]
Supervisor Signature