

Job Description Tumbler Room Apple Box Transfer Person

SUMMARY

Responsible for placing full boxes of apples on a stainless steel table and removing the lids.

PRIMARY RESPONSIBILITIES

1. **Personal Protective Equipment Required (PPE):** ear plugs, hairnet, hood, disposable apron, blue vinyl gloves, clean smock, goggles, and yellow rubber boots. Sanitize gloves every 15 minutes. Sanitize apron every 3 hours. Comply with product contact GMPs (QA0183WI Good Manufacturing Practices).
2. Wash hands and apply PPE in the Tumbler Room.
3. Remain in the hallway outside of the Tumbler Room.
4. Take four boxes of apples, place them on a stainless steel table, and remove the lids.
5. Keep the table full of apple boxes at all times.
6. Communicate with the Apple Tub Filler to verify the variety of apple needed.
7. Notify Lead or Supervisor when another pallet of apples is needed.
8. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs.
9. Other duties as assigned by the Assistant Supervisor and Production Supervisor.

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, and repetitive lifting of 30 to 50 lbs.

EQUIPMENT/MACHINERY USED

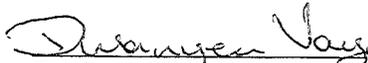
Safety knife.

TRAINING REQUIREMENTS

New Employee Orientation, on the job training, and knowledge of all Tumbler Room positions for job rotation.

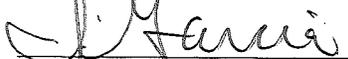
SIGNATURES

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.


Employee Printed Name


Employee Signature

9/24/15
Date


Supervisor Signature

JE

Job Description Palletizer

SUMMARY

Responsible for placing finished cases onto a pallet and prepare for shipment.

PRIMARY RESPONSIBILITIES

1. **Personal Protective Equipment Required (PPE):** ear plugs, hairnet, hood, blue vinyl gloves, clean smock, and disposable boots. Comply with product contact GMPs (QA0183WI Good Manufacturing Practices).
2. Visually inspect final case label placement.
3. Place appropriate quantities of cases on pallet in approved configuration according to the Product Specification sheets.
4. Notify QA that the pallet is ready to be kitted.
5. Securely wrap pallets of finished cases with hand stretch wrap.
6. Using a pallet jack, move pallet to the threshold of the room for pickup by warehouse personnel.
7. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs.
8. Other duties as assigned by the Assistant Supervisor and Production Supervisor.

PHYSICAL ENVIRONMENT/WORKING CONDITIONS

This position is in a manufacturing environment and will involve standing for long periods of time, working in temperatures less than 50 Degrees Fahrenheit, repetitive hand movements, and repetitive lifting of up to 25 lbs.

EQUIPMENT AND MACHINERY USED

Pallet jack

TRAINING REQUIREMENTS

New Employee Orientation and on the job training.

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.

Dwain Vase
Employee Printed Name

[Signature]
Employee Signature

02-12-14
Date

[Signature]
Supervisor Signature