

Job Description Flume

SUMMARY

Responsible for slicing apples and filling slotted trays with sliced apples, while managing company processes, procedures and safe food handling practices. Slotted trays should be filled approximately half full with sliced apples (21 pounds). This position is required to sanitize returning trays when available to. If absent, another trained employee or trained backup will be scheduled to cover responsibilities for this position.

PRIMARY RESPONSIBILITIES

1. **Personal Protective Equipment Required (PPE):** ear plugs, hairnet, hood, blue apron, white rain pants, disposable sleeves, white vinyl gloves, clean smock, goggles, and yellow rubber boots. Sanitize sleeves and gloves every 15 minutes. Sanitize apron every 3 hours. Comply with product contact GMPs (QA0183WI Good Manufacturing Practices)
2. Enter Raw Room wearing yellow boots, white rain pants, and goggles
3. Inspect apple slicers to ensure all parts of the equipment are put back together and that the equipment is clean from sanitation
4. Turn on slicers to warm them up for the start of shift
5. Place empty slotted trays on the scale machine at the outfeed exit end of the flume
6. Sort out poor quality apple slices (seeds, seed pockets, stems, broken slices) as they fall from Tank 3 treatment discharge conveyor into the slotted trays
7. Place filled slotted trays into the stainless steel racks, transfer sliced apples trays to window person
8. All slotted trays returned to the Raw Room need to be sanitized with Klormon in the sink area
9. Do not lean on or handle anything other than the cart and slotted trays
10. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs
11. Other duties as assigned by the Assistant Supervisor and Production Supervisor

Slicing Room:

12. Begin slicing, picking up apples out of the trough, and placing them in the openings on the slicer. Place the apples with the stem sticking straight up.
13. Continue this process until all of the whole apples from the trough, have been sliced. The goal is to fill any openings in the table as the table spins in a circle.
14. Monitor apple slices to for indication of broken, missing or dull blades.

Tumbler Room:

15. Rinse the slicer with Klorman from the Klorman hose.
16. When the Line Lead approves startup, remove the weight from the top of the first tub of whole apples, and place it on the second tub.
17. Begin slicing, picking up apples out of the tub, and placing them in the openings on the slicer. Place the apples with the stem sticking straight up.

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18. Continue this process until all of the whole apples from the tub, have been sliced. The goal is to fill any openings in the table as the table spins in a circle.
19. Periodically check the clear slotted tray below the chutes to see how full they are.
20. Once the tray is full (approximately 21 pounds) lift the tray out of the Klorman tub. Turn the tray sideways and rest it on top of the Klorman tub. Rinse the sliced apples with water from the blue hose.
21. Carry the sliced apple tray and place it into a Calcium Ascorbate tub of solution.
22. Retrieve a sanitized slotted tray and place it under a slicer shoot for filling.
23. Once the tub of whole apples is empty, rotate the stainless steel cart 180 degrees, and remove the weight from the next tub of whole apples.
24. Repeat steps 7-14 throughout the shift.
25. Sanitize slicers every 15 minutes with the red Klorman hose, ensuring Klorman has reached the brushes, knives, and chutes.
26. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs.
27. Other duties as assigned by the Line Lead and Production Supervisor.
28. Monitor apple slices to for indication of broken, missing or dull blades.

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, repetitive arm and wrist movement, push/pull up to 150 lbs., and lifting of up to 50 lbs. May be required to work an occasional Saturday and/or Sunday as needed.

EQUIPMENT/MACHINERY USED

Apple slicer, stainless steel cart, flume and hoses.

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.

Mo Hamed Abdalla

Employee Printed Name



Employee Signature

8/2/19

Date



Supervisor Signature

Job Description

Raw Room Apple Box Transfer Person (Tumbler Only)

SUMMARY

Responsible for placing full boxes of apples on a stainless steel table and removing the lids. If absent, another trained employee or trained backup will be scheduled to cover responsibilities for this position.

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 Line Lead 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. May be required to work an occasional Saturday and/or Sunday as needed.

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.

Ma Hamed Al-Halk

Employee Printed Name

[Handwritten Signature]

Employee Signature

8/2/18

Date

[Handwritten Signature]

Supervisor Signature

Job Description

Raw Room Carrot Tumbler Operator

SUMMARY

Responsible for treating and preparing raw carrots for packaging while following company guidelines. If absent, another trained employee or trained backup will be scheduled to cover responsibilities for this position.

PRIMARY RESPONSIBILITIES

1. **Personal Protective Equipment Required (PPE):** ear plugs, hairnet, hood, blue apron, white rain pants, disposable sleeves, white vinyl gloves, clean smock, goggles, and yellow rubber boots. Sanitize sleeves and gloves every 15 minutes. Sanitize apron every 3 hours. Comply with product contact GMPs (QA0183WI Good Manufacturing Practices)
2. Enter room wearing yellow boots, white rain pants, and goggles
3. Set up soaking station, including white tubs, for soaking tumbled carrots in Calcium Chloride. Set up both tumblers for entire day of production. Sanitize the inside and outside of both tumblers prior to start
4. Mix Calcium Chloride between tumbles. Take a premixed bag of Calcium Chloride, dump it into the designated container and fill with water. Stir to dissolve then dump into the Calcium Chloride tank. Add water to the fill mark in the tank (50 gallons).
5. Fill tumblers from the red Klorman hose
6. Notify Op Checker that the CCP check may be performed. CCP check needs to be performed on each tumble
7. Fill the tumblers with sixteen 25lb. bags of carrots after the Op Checker has gotten an acceptable result
8. If CCP check is acceptable, place cover over the opening of the tumbler, secure tightly and set the vacuum to 8-10 Hgs
9. Turn on the tumbler
10. While the tumbler #1 is tumbling between ten and twenty minutes, repeat steps 5-9 for Tumbler #2
11. When a tumble is complete, rotate the tumbler and slowly remove the cover. Slowly rotate the tumbler forward, draining the water and pouring the carrots into slotted trays
12. Place slotted trays into tubs for soaking in Calcium Chloride solution
13. Once all tubs are full of slotted trays, take the clear hose from Calcium Chloride tank and fill tubs. Soak the carrots for a minimum of five minutes and a maximum of 20 minutes
14. Once soaking time is complete, take each slotted tray and slide into the stainless steel racks. Starting with the top rack, moving to the bottom rack. There will be six trays per rack
15. Repeat steps 5 through 14 throughout the entire shift
16. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs
17. Other duties as assigned by the Line Lead and Production Supervisor

PHYSICAL ENVIRONMENT/WORKING CONDITIONS

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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, lifting up to 50 lbs., and push and pull up to 500 lbs. with mechanical assistance. May be required to work an occasional Saturday and/or Sunday as needed.

EQUIPMENT/MACHINERY USED

Tumblers and hoses

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.

Mohammed Abille

Employee Printed Name

[Signature]
Employee Signature

8/2/18

Date

[Signature]
Supervisor Signature

Job Description

Raw Room Apple Tub Filler/Apple Box Transfer

SUMMARY

Responsible for dumping whole, untreated apples from the cardboard boxes into flume Tank #1 (or white tubs in Tumbler Room); filled with peracetic acid while following company guidelines. If absent, another trained employee or trained backup will be scheduled to cover responsibilities for this position.

PRIMARY RESPONSIBILITIES

1. **Personal Protective Equipment Required (PPE):** ear plugs, hairnet, hood, blue apron, white rain pants, disposable sleeves, blue vinyl gloves, clean smock, goggles, and yellow rubber boots. Sanitize sleeves and gloves every 15 minutes. Sanitize apron every 3 hours. Comply with product contact GMPs (QA0183WI Good Manufacturing Practices)
2. Enter Raw Room wearing yellow boots, white rain pants, and goggles
3. Apple dumper transfers apple boxes from the transfer in the hallway into the slicing room
4. Monitor Apple Slicers to insure GMP compliance
5. Repeat steps 3-5 throughout the shift
6. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs
7. Other duties as assigned by the Line Lead 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 up to 50 lbs. May be required to work an occasional Saturday and/or Sunday as needed.

EQUIPMENT/MACHINERY USED

Tumblers, hose, and 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.

Mohamed Aljalle

Employee Printed Name

[Signature]
Employee Signature

8/2/19

Date

[Signature]
Supervisor Signature