	Production Worker	
	Document: 01.10.02.20.02	
	Program: 01.0 ASPIRE BAKERIES Integrated Management System Program	
Effective Date: 11/01/2021	Location: Winnipeg Bakery	
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JOB DESCRIPTION

Job Title

- Production Worker

Location

- Winnipeg Bakery

Department

- Production

Reporting to

- Production Supervisors & Bakery Manager

Position Purpose

A production worker is responsible for working within a team, to maintain a fast paced flow on the floor. They prepare products for distribution in the most efficient manner, by assembling and checking products throughout the production process in order to ensure all products shipped match customers quality standards and expectations.


Key Accountabilities

Production workers are responsible for safe and efficient handling of baked products (Muffins, Brownies, Loaf cakes etc) and packaging of these products in their appropriate packaging.

- Operate and monitor a high speed continuous production line including alining products on moving conveyors.
- Required to bring all quality and safety concerns to supervisory staff's attention
- Responsible to ensure workstation and floor is clean and free of unwanted & hazardous materials throughout entire shift and after shift
- Visually observes products through every stage of production and remove waste products from assembly line, ensuring products are placed into proper waste bins as required, and inspect products for quality deviations.
- Adhere to (Good Manufacturing Proceadures) GMP's and Health and Safety rules as outlined in Employee Handbook including, but not limited to:
 - The use of (Personal Protective Equipment) PPE such as company issued hearing protection, hair and beard nets, gloves, and white jackets.
- Ensure (Good Manufacturing Proceadures) GMP's and safe food handling practices are being followed at all times
 - Follow all GMPs including maintaining personal hygiene, washing/ sanitizing hands.
 - Check all tools are cleaned and maintained in good repair. Report and broken, damaged, or missing tools to your supervisor who will ensure proper policies are followed

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- Perform other duties as assigned

Skills, Experience & Qualifications

- Ability to work in a fast paced environment with accuracy in order to keep up with the production process
- Able to work with minimum supervision in a diverse team environment
- Ability to punch in an out for every break/ shift with company time clock system.

Education, Technical Qualifications, Experience and Competencies Proficiency Level

Required

- Good understanding and application of English oral and written communication skills
- Must be able to understand the scheduling process, quality training and safety policies and procedures after training completion
- Completed (minimum) Grade 12 education or equivalent, with basic math skills

Preferred

- Able to work all shifts as assigned with open flexibility
- Able to effectively communicate with leads, co-workers and department staff from all areas of operation
- Previous experience in factory or warehouse setting is considered an asset
- Has knowledge of the structure and function of production equipment

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Physically capable of performing all repetitive line function duties such as reaching, bending, lifting, and spreading
- Physically capable of standing for long periods of time and lifting 20 lbs

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee frequently works near moving mechanical parts and is occasionally exposed outside weather conditions, wet and/or humid conditions, fumes or airborne particles, and extreme cold.
- The noise level in the work environment is often moderate to loud.

To apply Email Resume to ceejay.boudreau@aspirebakeries.com