

**Job Title**

Production Associate

**Company Name**

Manitoba Cooperative Honey Producers

**Email**[dbaker@beemaid.com](mailto:dbaker@beemaid.com)**Phone**

(431) 996-7073

**Company Address**

625 Roseberry Street  
Winnipeg, MB R3H0T4  
Canada  
[Map It](#)

**Job Order File**

Bee Maid Honey Limited is the marketing arm of the Alberta Honey Producers Co-operative Limited and the Manitoba Cooperative Honey Producers Limited. Honey produced by beekeepers in western Canada is processed and packaged at Bee Maid's Winnipeg, MB and Spruce Grove, AB plants.

**Manitoba Cooperative Honey Producers** is looking to hire a **Production Associate** to join our fast paced team. Reporting to the Production Supervisor, this full-time permanent position will work on the various work stations of the packing line including bottle unscrambler/orientainer, filler, labeler, capper/lidder, drop packer and case packing/palletizing. They will also be responsible for obtaining materials for the line (cartons, lids, labels, etc.), or bulk fill (as required).

**Key Responsibilities:**

- Performs packing line duties, including bulk (as required)
- Forklift Operation as required (finished pallets, cartons, lids, etc.)
- Monitors quality of packaging and finished products (i.e. bottles, lids, labels, and honey colour)
- Performs changeover/setup in conjunction with the rest of the team
- Maintains required production records (i.e., production code dates, check weights, cases packed, etc.)
- Daily cleaning as required

- Overtime may be required
- Other duties as assigned

**Miscellaneous Duties:**

- Performs various duties to satisfy GMP, HACCP and SQF requirements.
- Engages in other duties when line is not running such as: prepping for orders, honey dumping, product labelling, and making display cases, etc.

**Requirements:**

- Grade 12 high school diploma or equivalent.
- Experience in food manufacturing environment considered an asset.
- Good communication skills.
- Ability to follow procedures.
- Attention to detail and dedicated to quality.
- Integrity, trust, ethics and values.
- Occupational health and safety awareness.
- Planning, organization and time management.
- Forklift certification or ability to learn would be considered an asset.
- Reliable, flexible, accountable.

Our company offers a challenging, team-oriented environment and competitive compensation, benefits and company pension. Interested candidates are encouraged to submit a cover letter and résumé by Friday, October 22, 2021.

*We thank all that apply, however only candidates selected for an interview will be contacted.*