JOB DESCRIPTION

JOB TITLE

Packhouse 'Proseal' Machine Operator

REPORTS TO

Packhouse Supervisor

DEPARTMENT OR FUNCTION

Packhouse

CONTRACTUAL TERMS

Permanent

HOURS OR SHIFT PATTERN

Flexible to meet business

OVERALL JOB PURPOSE

Responsible for the setting up, adjustment & efficient operation of the 'Proseal' heat sealing machines. Completing all related documents to support the company quality policies.

MAIN RESPONSIBILITIES

1. Working to procedures to ensure the produce being packed is within customer specifications

2. Operation & set up of the heat sealing machine to achieve maximum efficiencies relating to productivity & running cost of the packing line.

3. Continually checking the quality of work in progress & finished product ensuring the film seal & print quality is to customer specification.

4. To Positively work with colleagues to achieve the production plan within the quality parameters.

5. Document control is maintained at all times in respect of online checks, compliance to changes sheet, label & film checks etc.

6. To be able to raise any issues with the line Supervisor.

7. To care & maintain machinery to keep in good operational condition. Immediately reporting any malfunction or concern to the line Supervisor.

8. To ensure that health and safety policy is maintained at all times.

9. To ensure that hygiene and all other policy is maintained at all times

10. To undertake any other duties that may be requested by your Manager. Such duties will not entail unreasonable requests and will be within your skills base.

KEY PERFORMANCE INDICATORS

1. All products are packed within customer specification.

2. Document control & recording of data is correct & complete to support company policy & procedures. .

3. Wastage is kept at a minimum.

4. Adherence to all health and safety and hygiene standards.

KEY SKILLS & BEHAVIOURS

1. A good understanding of health & Safety, hygiene and other policy expectations

2. Flexible and able to work under pressure.

Signed: _____

Name: _____

ID Number   _____

Date: _____