

JOB DESCRIPTION

JOB TITLE : PACKING/PRODUCTION/ OPERATIVE
DIRECT SUPERVISOR : TEAM LEADER/ FACTORY SUPERVISOR
SUBORDINATES : NONE

PURPOSE & MAIN DUTIES:

To work in the manufacturing or packing areas as directed by the Factory Supervisor/ Team Leader. This may include hand packing or machine operated packing /production/operations.

When required, to carry out weight, count or quality checks as directed and to accurately record the results on the appropriate record sheets.

To report any inferior quality, damaged stock or product shortages to the Team Leader or Supervisor.

To keep the immediate working area in a clean and tidy condition at all times and to carry out specific cleaning on production machinery/ areas on a regular basis as directed.

Ability to work the following shifts: 0900-16.50 and additional hours if required.

To observe personal hygiene regulations at all times.

PERSONAL REQUIREMENTS

The operative must, above all, maintain a constant appreciation of the importance of the high standards necessary in product quality, good productivity and the maintenance of a clean and tidy factory. As the nature of the products being produced is constantly changing, a flexible attitude to working on any part of the production line is also essential.

A Basic Hygiene Certificate is essential.

The responsibilities outlined in this job description may need to be changed from time to time to reflect changes in working methods.

If you have not heard from us within 2 weeks you may consider that, your application has not been short listed.

N.B. NO AGENCIES UNDER ANY CIRCUMSTANCES. PREVIOUS APPLICANTS NEED NOT APPLY.

July 2012