

Job Title: Packaging Operator
Classification: Non-exempt

Reports to: Production Manager
Date Written: January 2018
Date Revised:

JOB DESCRIPTION

Summary/Objective

The Packaging Operator is responsible for operating and maintaining packaging equipment for Figueroa Mountain Brewing Co. products going into bottles, cans, and kegs, with an emphasis on quality and efficiency. This position will additionally be responsible for general brewery cellar operations including product transfers, cleaning, maintenance, and reporting.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Sets up and sanitizes packaging lines and/or keg racking equipment.
2. Ensures all required packaging materials for the scheduled packaging order are available and delivered to production.
3. Fills packages according to the scheduled packaging order with a goal of maximum yield, minimal DO uptake, and accurate fill levels.
4. Assures all finished packages are palletized, labeled, delivered to cold storage, and accurately recorded on the packaging manifest.
5. Performs CIP on all packaging equipment used during the day.
6. Alerts the Packaging Manager to any problems with packaging operations or large variations to the scheduled packaging order.
7. Communicates any unfinished tasks with a Cellarman on duty.
8. When packaging is complete, operates in role of Cellarman.
9. All other duties as assigned

Competencies

1. Mechanically Oriented
2. Priority Management
3. Effective Communication
4. Problem Solving / Adaptability.

Supervisory Responsibility

This position has no direct supervisory responsibilities but may serve as a floor leader for other positions in the department.

Work Environment

The Packaging Operator works in a manufacturing environment with little or no climate control. Some exposure to conditions that are hot, cold, and/or wet may occur. Awareness of your surroundings, personal protective equipment, and proper attire are important to this position.

Physical Demands

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.

The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch or crawl. Must be able to stand or move for an entire 8-hour shift. The employee must frequently lift and/or move cases of beer up to 25 pounds and 50-pound kegs, and maneuver 150 pound kegs. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Position Type/Expected Hours of Work

Some flexibility in hours is allowed, but the employee must be available during the “core” work hours of 6:00 a.m. to 2:30 p.m. for the morning shift, or 2:00 p.m. to 10:30 p.m. for the evening shift. Weekend work may be required as job duties demand.

Travel

This position will not require travel.

Experience/Education

- One year of experience operating packaging equipment in a food or beverage manufacturing environment.
- High school diploma or equivalent degree (GED) required.
- Knowledge of Good Manufacturing Practices

Additional Eligibility Qualifications

- Must be at least 21 years of age
- Must have reliable transportation to and from work
- Must be able to work independently without day to day hands on supervision.
- Cleanliness and Safety Minded

Signatures

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee _____ Date _____