

**Job Description:**

- The Food Processing Assistant is responsible for receiving, transferring, processing, packing, storing and transferring for shipment to the customer.

**Requirements:**

- Understand and follow basic verbal and written instructions
- Ability to work in a group setting
- Ability to use a scale
- Effectively communicate information and respond to questions
- Possess basic mathematical skills
- Perform basic visual quality inspections on products
- Maintain the production pace of other team members
- Bilingual a plus
- Proper grooming standards
- Proper clothing including shoes with a good grip

**Responsibilities & Duties:**

- Perform production duties such as manual lifting, packaging, taping, labeling and sorting using hands
- Report defective product or questionable conditions to the department supervisor
- Maintain the work area and equipment in a clean and orderly condition and follow prescribed food safety regulations
- Trained and understand basic food hygiene training principles
- Break down cardboard for recycling and perform other related duties as required by your manager/supervisor

**Physical Demands:**

- Required to stand for long periods of time
- May involve some repetitive motions
- Must be able to lift 20kg – anymore requires a team lift.
- May also engage in frequent bending, stooping, squatting, pushing and pulling of parts and part containers
- Due to the open environment of the warehouse, you must be able to work in various weather and temperature conditions to include extreme heat, humidity and cold.

**Please email your CV to**

**roni@cityproduce.co.nz**