



May 24, 2017

Production Assistant – MacKay's Ice Cream Cochrane, Ab.

**Seasonal - Full Time (now till end of September)
May lead to permanent position in the fall**

JOB DESCRIPTION

General Purpose

To assist in production, cleaning, and packaging at MacKay's Ice Cream production facility and to ensure that goods are produced efficiently to our high standards.

Main Job Tasks and Responsibilities

- Preparation and Production of ice cream including lidding product (packaging) and storage.
- Ensures proper cleaning and maintenance of plant facilities (including machines, equipment, vehicles, building interior and exterior).
- Follow any SOP's and GMP's as trained
(Standard Operating Procedures / Good Manufacturing Processes)
- Follow any health and safety and HACCP procedures.
- Maintain high product quality standards
- Assist in quality control and tracking programs to meet quality objectives
- Provide input to help implement improvements to the production process
- Provide input to help improve processes and policies in support of organizational goals.
- Meet production goals
- Package product for shipping.
- Drive / operate company reefer truck as needed for product / ingredient transport.
- Other duties as assigned

Education and Experience

Preference will be given to candidates with the following qualifications or experience:

- Excellent team player
- knowledge and experience in food production or manufacturing processes and techniques

- knowledge of quality systems and standards (HACCP, SQF, BRC, FSSC etc)
- knowledge of health and safety standards and compliance
- knowledge of process improvement techniques, lean manufacturing principles
- knowledge of machines and tools
- solid computer skills

Key Competencies

- MUST BE Energetic and positive
- MUST HAVE Valid driver's license
- Physically fit to do the job. (Heavy lifting)
- critical thinking and problem solving skills
- planning and organizing
- co-ordination and control
- time management
- attention to detail
- decision-making
- communication skills
- team work
- adaptability
- stress tolerance
- Good personal hygiene

Position Restrictions

- Vacation time will not be granted from Good Friday to Labour Day, unless previously agreed to by the Owners
- Employees must have any requested days off approved with ownership before booking them.
- Must not have any illness or infection that is communicable through food.
- No food handler may work while suffering from a gastrointestinal illness or diarrhea

Interested applicants are invited to submit resume and cover letter to:

MacKay's Cochrane Ice Cream
PO Box 250, Cochrane, AB, T4C 1A5
Attn: Plant Manager
Email: plant@mackaysicecream.com
Fax: 403-932-2176

Only those applicants selected for an interview will be contacted