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Highland Baking Company Production Line Worker Job Description

Duties and Responsibilities

- Operating and maintaining production machines, inspecting and selecting the product.
- Cleaning the production area.
- Checking the quality of prepared product.
- Receiving and placing dough on baking trays.
- Placing baking trays with dough on bakery racks.
- Pushing full bakery racks into proof boxes.
- Placing bakery trays with dough onto oven's conveyor belt. (If product requires, set up topping dispenser)
- Receiving empty trays on conveyor belt from oven. Cleaning trays and arranging them on pallets for reuse.
- Assisting Mixing Employees when lifting ingredient containers up to mixers.
- Other duties as assigned.

Skills and Responsibilities

- Responsible for reporting any and all food safety issues to your supervisor or management staff in a timely manner
- Knowledge of the products manufactured in Highland Baking.
- Knowledge of the health and safety regulations.
 - Including cGMP's (Highland Baking Company's Current Good Manufacturing Practices)
 - Proper use of PPE (Personal Protective Equipment)
 - Knowledge of Color Coding Policies
- Ability to use various machines.
- Good communication skills to deliver valuable teamwork
- Able to follow and execute instructions.
- Accurate, patient, careful, responsible, and quick and alert.
- Dedicated to achievement of Highland Baking Company and department's goals.