

**Job Title:** Food Manufacturing Mixer and Scaler  
**Department:** Production  
**Reports to:** Line Supervisor  
**Work Hours:** Full-time or On-call



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## Position Overview

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## Responsibilities

- Accurately measure and prepare food ingredients used to mass produce food products following written recipes and be alert to formula changes
- Understand and be familiar with food allergens
- Must be detail oriented and able to work independently with little supervision
- Will run equipment including the following: industrial mixer, scales, computer labelers and various other equipment related to food mixing and weighing
- Responsible for documentation and provide signature to verify compliance with all required quality specifications and procedure checks for the assigned area
- Ensure all safety devices are fully operational and that safety procedures are being observed
- Record all production performance, counts, downtime and other quality or production related information as required
- Must follow all safety requirements of the position
- Required to wear PPEs such as slip resistant shoes and GMPs such as hair nets, beard nets, lab coats and gloves
- Ability to complete assigned paperwork such as recording lot numbers
- Will frequently perform sanitation on line equipment, parts and surrounding environment
- May require cross-training on various line positions and job rotation
- Follow and improve area processes
- Understand and follow Standard Operating Procedures (SOPs) and Good Manufacturing Practices (GMPs) that pertain to your area
- Other tasks as assigned

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## Requirements

- Ability to speak, read and write English fluently as it pertains to fulfilling job requirements
- Must be available to work any shift - flexibility with schedule required
- Must be available to work overtime hours if needed
- Basic math skills such as addition, subtraction, multiplication and division
- Able to work in a team environment
- Ability to effectively communicate with and train fellow team members

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## Physical Requirements

- Standing and walking up to 13 hours
- Able to lift and carry 25 to 65 lbs. repeatedly
- Able to push/pull more than 1,000 lbs. using pallet jack

- Able to continually bend, stoop, twist, use arms, wrists and hands (including grasping and squeezing) throughout shift
- Able to occasionally kneel, reach above the shoulder, work at heights and climb steps with ingredients weighing 25 to 65 lbs.