



JOB DESCRIPTION

Job Title: Meat Cutter

Reports to: Nicola Irving – Manager / Owner

Date: June 2018

JOB PURPOSE

To cut / process and pack pork products, in a safe, timely and cost-effective manner, whilst maintaining the required standards of product quality and presentation.

RESPONSIBILITIES

- Prepare wholesale and retail cuts from whole pork carcasses, and primal cuts, including cutting, trimming and deboning. Prepare special cuts as per weekly work orders.
- Prepare processed pork products to company recipes and standards.
- Operate meat cutting and processing equipment (i.e. grinders, stuffers, saws, slicers, smokehouse, vacuum packer) safely and efficiently.
- Prepare, weigh, package and label meat according to the weekly work order.
- Ensure pork is of the desired quality, quantity, freshness and presentation to meet our high standards.
- Follow procedures for cleaning and sanitizing workspace and equipment, including operational and preventative maintenance.
- Maintain storage areas (dry, cooler and freezer storage), to ensure all materials are properly labelled, covered and stock is rotated, and stored efficiently.
- Follow all workplace food safety and health and safety policies and practices.
- Manage inventory, keep production records, and assist with production planning.
- Assist with customer inquiries in the farm retail store, or on the telephone.
- Assist with shipping and receiving of orders and raw materials.

REQUIRED KNOWLEDGE, SKILLS AND EXPERIENCE

- Experience in a meat cutting environment, either from post-secondary training in a Meat Cutting program or a minimum of 2 years work experience in a meat processing facility.
-

- Food Safety training and knowledge would be an asset.
- Commitment to health and safety in the workplace, with the ability to work in a safe and responsible manner always.
- Must be self-motivated, reliable and able to work independently or in a team environment.
- Must have a basic knowledge of math, weights and measures.
- Must be able to follow instructions, recipes, and take direction from others.
- Positive attitude and good customer service skills.
- Experience in developing new processed products would be an asset.

WORKING CONDITIONS & PHYSICAL REQUIREMENTS

- Normal hours for this position would be daytime Monday to Friday. Some weekend hours may be required for special events. Hours can be flexible.
- Ability to stand and perform physically demanding, repetitive tasks for extended periods of time.
- Job requires manual dexterity, attention to detail, hand-eye coordination, and excellent eyesight.
- Cold environment, noisy, and occasionally some strong odors.
- Must be capable of lifting 50 lbs.
- Personal protective equipment must always be worn in the processing area.

CONFIDENTIALITY AND DISCRETION

While under our employ and after the termination of this agreement, you will not disclose the private and confidential affairs of Irvings Farm Fresh Ltd. and will not use for your own purposes or for those of any other person any information which you acquire about the business and affairs of Irvings Farm Fresh Ltd., or about its management and methods of operations.