



Cypress Grove

Job Description

Revised Date: November 2016
Job Title: Creamery Team Member
Classification: Non-Exempt
Reports To: Immediate Team Supervisor
Core Hours: Sunday through Friday from 6:00am to 5:00pm

Summary: The Creamery Team Member will be expected to perform various food production duties as assigned by the Supervisors with the common goal of creating the best product we can. Training is provided for all Creamery Team Members, and their time and responsibilities will be with the teams to which they have been assigned. Occasionally team members will be required to assist other teams in their duties or will be re-assigned to another team.

Essential Duties: All Creamery Production Team Members provide cross-departmental support including:

- Accurate tracking and documentation of technical production information throughout the cheese making, aging, and packaging process.
- Operation and routine maintenance of cheese making equipment including staging, setup, operation, breakdown and cleaning.

Curd Production Team Members are responsible for:

- Receiving, pasteurization and fermentation of raw goats milk into fresh curd
- Having the ability to independently perform detailed procedures and adhere to all safety and legal requirements.
- Preferred Experience: Knowledge of operating and troubleshooting automated plumed systems. Microbiology or food science background.
- Schedule: Generally Sunday through Friday from 6:00am to 2:30pm

Aged Cheese Team Members are responsible for:

- Making and forming our aged cheese by mixing ingredients and forming our aged cheese into shapes, and finishing formed cheeses by ashing, spraying, turning and stacking. Rotate in the dishroom ensuring tools remain sanitary.
- Schedule: Generally Monday through Friday from 6:00am to 2:30pm

Affinage Team Members are responsible for:

- Monitoring and caring for the cheese as it ages by mixing ingredients and moving, turning, inspecting, and stacking formed cheeses. Works closely with the Packaging Team to wrap the aged cheeses.
- Schedule: Generally Sunday through Friday from 8:30am to 5:00pm

Packaging Team Members are responsible for:

- Production of our fresh cheese and preparing all cheeses to ship by mixing ingredients, forming and packaging all fresh cheeses, working closely with the Affinage Team to wrap the aged cheese. Labeling, dipping, boxing, weighing and palletizing all finished cheeses.
- Schedule: Generally Monday through Friday from 6:00am to 2:30pm

Sanitation Team Members are responsible for:

- Maintaining a safe and sanitary production environment by the disassembly, pre-rinse, cleaning, rinsing, inspecting, assembling, and sanitizing of the production equipment and plant drains, floors, walls and ceilings.
- Washing, sanitizing and drying of plant uniforms and PPE as well as general cleaning of common areas such as break rooms, office areas and restrooms.
- Schedule: Generally Monday through Friday from 12:00pm (noon) to 8:30pm

Shipping Team Members are responsible for:

- Prepare and palletize orders for customer pickup, delivery and for 3rd party shippers. Forklift operation, only if certified and approved.
- Schedule: Generally Monday through Friday from 7:00am to 3:30pm

Expectations

All creamery team members are required to perform their duties with the following expectations in mind:

- Work together toward common goals and values including ethics, judgement, professionalism, adaptability, and dependability.
- Perform all work in compliance with Quality Control & Safety Measures.
- Take responsibility for learning the skills necessary to do your job.
- Communicate any lack of understanding or confusion to address training needs.
- Communicate effectively and positively with supervisors and coworkers.
- Work efficiently at all times, and fulfill your supervisor's expectations.

Work Environment

The Cypress Grove production environment will vary. The environment will be hotter or colder, wetter, and more humid than is typical in an average working environment. Grovers will regularly and daily work near and with industrial strength cleaning chemicals. Proper protective gear is provided and must be worn at all times. MSDS sheets are available.

Physical Demands

All roles in the creamery are physically demanding and the demands described here are representative of those Creamery Team Member encounters in production.

- Remain stationary for long periods of time and move about on wet, concrete floors.
- Perform sustained repetitive motions, using extreme manual force, and using body parts such as fingers, hands, wrists, arms and shoulders.
- Position self to properly complete the task at hand. This may involve turning all or parts of the body, or bending downward in order to place or reach an object at a lower level.
- Ability operate heavy equipment, occasional use of computer keyboard and mouse, and other devices and objects as necessary.
- Extend above the shoulder in order to place or retrieve objects.
- Ability to grasp, raise, lower and/or move objects of various sizes and weights:
 - Individually regularly manipulate objects weighing up to 20lbs
 - With assistance regularly manipulate objects weighing from 21lbs to 30lbs
 - Occasionally with assistance manipulate objects weighing from 31lbs to 50lbs.

Skills/Experience

1 to 2 years working in a food production environment preferred
High School diploma or GED equivalent preferred

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities at any time, with or without notice. Reasonable accommodations may be made for individuals with disabilities.