



Crofters Food Ltd.
470 Oastler Park Drive, Seguin, ON P2A 2W8

Crofters is growing and we are seeking an energetic, reliable & flexible team player to join our Team. Here's your chance to join a highly skilled team of professionals at one of North America's pioneering brands in the organic food movement! Crofters Food Ltd, known in the grocery aisles as Crofters Organic Fruit Spreads, is the leading manufacturer of organic jams, jellies and fruit spreads in North America. Headquartered in picturesque Parry Sound, Ontario, about two hours north of Toronto, we manufacture a vast array of fruit-based spreads sold in stores across Canada, the United States, and select international markets. From the way we source our fruit, to the way we carefully manufacture our products using forward-thinking sustainable processing techniques, to our innovative, health-conscious formulations, every aspect of our operations receives the care and attention they deserve. A small but mighty team, with the support of a US-based private equity firm, join us as we look to aggressively scale our business on our mission to become one of the leading organic food brands in North America.

Position Overview: Quality Sanitation Lead – Afternoon Shift

The Sanitation Lead plays a crucial role in maintaining the highest standards of cleanliness and hygiene within the production facility to ensure the safety and quality of our products. This position oversees the development, implementation, and execution of the sanitation program, ensuring compliance with food safety standards. The Sanitation Lead is responsible for assisting and coordinating the cleaning activities of operators, coordinating with other departments, and maintaining readiness for audits. This is a leadership role that requires a proactive approach to health and safety, a strong focus on regulatory compliance, and a commitment to continuous improvement in sanitation practices.

This position reports directly to the **Director of Quality** and includes the following duties and responsibilities:

General Responsibilities:

1. Follow all GMP's, HACCP, and Health and Safety policies outlined by Crofter's Organic.
2. Responsible for assisting in the development, implementation, documentation, training, and on-going improvement of the sanitation program in support of the plant's SQF certification.
3. Develop and implement new methods, procedures, and systems to improve sanitation performance and utilize new technology and processes to maximize efficiency.
4. Be an active member of the cleaning process working in tandem with Production staff operators during daily cleaning durations at the end of shift.
5. Execute cleaning of the facility during production to ensure Periodic Exterior Cleaning is completed.

6. Brief cleaning of lunch room throughout afternoon shift if needed.
7. Final verification at end of shift to ensure all cleaning activities were completed by all departments with a high level of detail.
8. Required to complete Post Op sign off on behalf of Quality ensuring the cleanliness of equipment prior to the start of the next day.
9. Continual coaching with Production operators on how to properly clean equipment in all departments.
10. Ensure all equipment is maintained and operated according to established sanitary and housekeeping standards, to the highest efficiency necessary.
11. Cooperate with the operations department in the required sanitation of equipment and facilities.
12. Coach and motivate all plant employees in pursuit of sanitation excellence and plant safety.
13. Conduct training sessions for the department employees as needed and ensure training and transfer of knowledge to team members. Broaden sanitation skill sets to operations and maintenance teams as necessary.
14. Participate in regular safety meetings, safety training, and hazard assessments.
15. Coordinate adequate staffing with Production Manager to ensure sanitation operations are complete on a timely basis according to the Master Cleaning Schedule.
16. Communicate with other departments and management on sanitation concerns and actively make recommendation for changes in equipment, plant layout, or work practices to improve sanitation standards.
17. Use initiative to find and correct non-complaint sanitation issues.
18. Maintain accurate and thorough sanitation records.
19. Ensure timely completion of sanitation goals and action plans both short and long term.
20. Assemble and disassemble equipment as necessary to prescribed equipment SSOP.
21. Employee must be able to work with a variety of chemicals and personal protective equipment (PPE).
22. Train and orient new staff in the specific functions and tasks of their job, as well as all Health and Safety Practices and procedures.
23. May perform other duties and responsibilities as assigned.

Experience, Qualifications, and Educational Requirements:

- 3+ years' direct experience in food plant sanitation activities an asset
- Must be a demonstrated leader who easily interacts with others and is adept at leading and motivating a team members to meet demands established by the schedule.
- Ability to excel in a fast-paced environment where attention to detail and effective multi-tasking is essential.
- Must have a sense of urgency and drive for continuous improvement, problem solving, and root cause analysis.
- Able to develop work instructions and documentation.
- Good oral and written communication skills.
- Excellent trouble shooting skills and strong mechanical aptitude.
- Experience with Microsoft Office (Word, Excel, PowerPoint).
- This role is required to be 100% onsite
- Core afternoon shift hours are 1:30pm – 10:00pm. Hours may vary depending on business demand

Job type: Full-time, Permanent, On-site (not remote)

Rate of Pay: \$31.00 per hour + \$2.00 per hour shift premium.

Benefits: Basic Benefit Plan including Health and Medical, Vision Care, Dental, Wellness & Preventative Services. RSP and Bonus Program.

Please submit your resume to hr@croftersorganic.com indicating your experience and interests
Crofter's Food Ltd. welcomes and encourages applications from people with disabilities.

Accommodations are available on request for candidates taking part in all aspects of the selection process.