
 <p>LEADING THE HUMANE RACE CHICKENS PEOPLE PLANET</p>	Section Title		Prepared by
	The Organization	JOB DESCRIPTION Plant Manager	Egg Innovations, LLC
	Section #		Date of Revision
	FSQS 1.3.16	Food Safety and Quality Systems SOP Manual	05/14/2015

JOB PURPOSE AND REPORTING STRUCTURE: The Plant Manager reports directly to the Vice President of Operations and is responsible for directing and coordinating activities for production of company product(s) while complying with company standards, certifier standards and government regulations. In absence of the Vice President of Operations the Plant Manager will report directly to the President.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Other duties may be assigned.

All employees are responsible to report food safety and quality issues to those responsible to initiate action.

- Confers with management personnel to establish production and quality control standards, manage budget and cost controls, and yield.
- Plans and directs production activities and establishes production priorities for products in keeping with effective operations and cost factors and customer expectations.
- Coordinates production activities with team members representing procurement, maintenance, and quality control functions to obtain optimum production and utilization of human resources, machinery and equipment.
- Demonstrates the capability to create, analyze and present production, quality control, maintenance and operational reports to determine causes of nonconformity with product specifications and operating or production problems.
- Develops and implements operating methods and procedures designed to eliminate operating problems and improve product quality.
- Revises production schedules and priorities as result of machinery and equipment failure or operating problems.
- Consults with maintenance personnel relative to modifications of machinery and equipment in order to improve production and quality of products.
- Compiles, stores, and retrieves production data.
- Demonstrate outstanding motivational skills to bring forth team building, continuous improvement and staff development.
- Make on-going recommendations to management on increasing efficiencies, capital equipment needs, staff development and overall facility improvements.
- Complies with all laws, regulations, certifications and company policies as it applies to the processing plant.
- Member of the Crisis Management Team
- Ensuring training goals are being met.
- Responsible for developing and maintaining Training *Register* of programs / procedures by job description that their team members shall be trained on.

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MARGINAL JOB FUNCTIONS: Any/all as needed.

SUPERVISORY RESPONSIBILITIES: Directly supervises a team up to 40 employees in the Egg Processing/Shipping/Receiving facility. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints, resolving problems and driving efficiency.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: Bachelor's degree (B.A.) or equivalent; or related experience and/or training; or equivalent combination of education and experience. Food processing experience required.


LANGUAGE SKILLS: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or government regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Spanish/bilingual communication a plus.

MATHEMATICAL SKILLS: Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to calculate figures and amounts such as discounts, proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

OTHER SKILLS AND ABILITIES: Ability to communicate verbal and in writing to individuals and groups of staff and management as well as outside customers and vendors.

COMPUTER SKILLS: To perform this job successfully, an individual should have knowledge of software pertaining to: manufacturing, project management, spreadsheet and word processing.

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PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to walk and use hands to finger, handle or feel. The employee is occasionally required to stand; sit; reach with hands and arms; climb or balance; stoop; kneel, crouch, or crawl and taste or smell. The employee must frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.


While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; fumes or airborne particles; moving mechanical parts and outside weather conditions. The noise level in the work environment is usually moderate.

REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE): Safety Glasses, Disposable Rubber Gloves

REQUIRED TRAINING: New Hire Orientation, Handbook Review, Good Manufacturing Policy (GMP), Job Description, Employee Safety Policies, Hazard Communication, Emergency Preparedness/Continuity Plan, Cleaning & Sanitation, Chemical Control, Bio-Security, Food Quality & Safety, Hazard Analysis Critical Control Points (HACCP), Critical Control Points (CCP), Corrective Action Requests (CAR), Traceability/Record Keeping, Terms & Definitions, Inventory Control, Blood Borne Pathogens, Lock Out/Tag Out (LOTO), Fire Extinguisher Policy (PASS)

IN THE EVENT OF AN ABSENCE:

In the absence of the Plant Manager, the food safety related the Maintenance Tech would cover duties.

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The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.

HISTORY OF CHANGES:

Revised: Replaces: Nature of Change: Approved/Verified by:

03/03/2015	02/26/2015	<ul style="list-style-type: none"> • New SOP format • Added back up for position and History of Changes section 	
05/14/2015	03/03/2015	<ul style="list-style-type: none"> • Removed Management/Signature Line 	