



MILLER POULTRY

Quality Assurance Technician Job Description

Department: First or Second Processing

Job Status: Full Time

Reports To: QA Manager

Grade/Level: High School Graduate, college preferred

Work Schedule:

Monday-Friday

Some Saturday's req.

Hours Vary

POSITION SUMMARY

Responsible for daily checks and monitoring of all product flow throughout the plant including HACCP checks.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- HACCP certified
- Working knowledge of HACCP plan and HACCP checks
- Working knowledge of SOP plans and SSOP checks
- LOTO trained
- Know all GMP's and plant rules
- Must know how to GMP audits
- Water and ice monitoring-help collect samples and send to lab
- E-Coli Sampling procedure
- Complete various checks, collections, and tests including but not limited to: Salmonella, E-Coli, A.I. blood collection, presentation, debone, cutup, pricing, and chlorine
- Knowledge of but not limited to: plant safety, calibration of scales, pest control, security/food defense, blood Bourne pathogens, emergency action plans, mock recalls, confined space entry, hot work, MSDS, LOTO, animal welfare, and chiller management systems

POSITION QUALIFICATIONS

Competency Statement(s)

- Accountability - Ability to accept responsibility and account for his/her actions.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Communication, Written - Ability to communicate in writing clearly and concisely.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.
- Ethical - Ability to demonstrate conduct conforming to a set of values and accepted standards.
- Reliability - The trait of being dependable and trustworthy.
- Honesty / Integrity - Ability to be truthful and be seen as credible in the workplace.

- Responsible - Ability to be held accountable or answerable for one's conduct.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.

SKILLS & ABILITIES

Experience: Six months to one year related experience

Computer Skills: Basic understanding of computers

Certificates & Licenses: HACCP certified preferred

Physical Demands

Stand	C (Constantly)
Walk	C (Constantly)
Sit	O (Occasionally)
Handling / Fingering	C (Constantly)
Reach Outward	F (Frequently)
Reach Above Shoulder	O (Occasionally)
Climb	N (Not Applicable)
Crawl	N (Not Applicable)
Squat or Kneel	O (Occasionally)
Bend	F (Frequently)

Lift/Carry

10 lbs or less	C (Constantly)
11-20 lbs	C (Constantly)
21-50 lbs	O (Occasionally)
51-100 lbs	O (Occasionally)
Over 100 lbs	N (Not Applicable)

Push/Pull

12 lbs or less	F (Frequently)
13-25 lbs	F (Frequently)
26-40 lbs	F (Frequently)
41-100 lbs	O (Occasionally)

- N (Not Applicable)** Activity is not applicable to this occupation.
- O (Occasionally)** Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
- F (Frequently)** Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
- C (Constantly)** Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

Other Physical Requirements

Vision (Near, Distance, Color)
 Ability to wear Personal Protective Equipment (PPE) (bump caps, earplugs, safety glasses)

Human Resources: _____ Date: _____

Employee Signature: _____ Date: _____

Employee Print: _____

Translator: _____ Date: _____

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate.