



## **Job Posting for Woolwich Dairy Inc.**

**Position:** HTST Pasteurizer  
**Location:** Orangeville, Ontario, Canada  
**Status:** Full Time, Permanent  
**Start Date:** TBA  
**Hours:** Sunday to Thursday 9:00am – 5:30pm OR  
Sunday to Thursday 5:00pm – 1:30am (Training on days to start)

### POSITION SUMMARY:

The position of Pasteurizer carries a very high level of responsibility. Mistakes in this area will lead to high financial loss to the Company. The Pasteurizer will receive and grade milk before accepting it; any bad load accepted becomes the financial responsibility of the company. Pasteurization of milk must meet legal requirements and be done efficiently to keep production running.

### REPORTING STRUCTURE:

The Pasteurizer (HTST) Operator reports to the Cheese Making Supervisor.

### RESPONSIBILITIES (DAILY FUNCTIONS AND DUTIES):

- Attend scheduled shift regularly and punctually ready to fulfil all duties required during shift
- Focus on customer satisfaction
- Comply with all Woolwich Dairy Inc. policies and procedures
- Comply with all Woolwich Health and Safety and Food Safety regulations
- Wear all required Personal Protection Equipment (PPE)
- Participate in daily mandatory stretching program
- Meet daily efficiencies stipulated by Cheese Making Supervisor/Plant Manager
- Receive milk, grade and test milk according to standard operating procedures
- Complete all daily documentation (ex. recording of loads, vat control, pasteurization & HACCP doc. etc.)
- Maintain and ensure all C.I.P and charts for Bulk milk tanks are followed as per standard operating procedures
- Wash and sanitize all equipment and lines (pasteurizer, raw, whey lines etc.)
- Inspect and perform general maintenance of HTST
- Complete all wheel charts
- Ensure daily completion of all data entry/documentation (Make sheets etc.)
- Perform daily and monthly inspections (ex. gasket checks, silo and tank inspections, HACCP etc.)
- Monitor all silo temperatures and equipment
- Perform calculations of milk received and milk processed
- Liaise with Lab and Cheese Makers (communicate with appropriate department when filling vats)
- Sample taking as required (ex. whey, grommet, etc.)
- Change grommets as required
- Ensure proper sanitization to avoid cross contamination

- Ensure correct vat numbers and information on tags
- Concentrations and transportation of chemicals and testing
- Follow proper procedures for pasteurization
- Rinse floor clear of cheese and then rinse with DiBac twice daily
- Inform Supervisor of any changes or problems immediately
- Error identification and resolution
- Take on additional duties as required
- Take a sense of pride in work

#### QUALIFICATIONS (WORK EXPERIENCE, SKILLS, EDUCATION):

- Pasteurizing/dairy/sanitation experience an asset
- Milk Graders licence – will provide training
- Strong mathematical skills (calculating, problem solving)
- Strong verbal and written communication skills
- Quick learner and adaptable to change
- Reliable and dependable (ability to work with minimum supervision)
- Good work ethic
- Team player, but also have the ability to work independently
- Motivated individual who always thinks in a positive proactive manner
- Ability to work the required shifts - rotating Sundays and statutory holidays
- Ability to work some weekends and overtime when required
- Acceptable Criminal Reference check is required

#### KEY PERFORMANCE INDICATORS:

#### **(Quantifiable measurements that reflect the critical success factors of Woolwich Dairy Inc.):**

1. Efficiency = Expected production / Actual production
2. Quality
3. Good Manufacturing Practices (GMP)
4. Safety awareness and practices, including proper use of required equipment
5. Attendance – attend shift on a regular basis

#### WORKING CONDITIONS:

- Temperatures in Pasteurizing room are seasonal
- Wet floors (non-slip boots provided)
- Working with and around chemicals (PPE provided)
- Schedules and breaks revolve around milk trucks and pasteurizing
- Overtime – longer hours and working some mandatory Saturdays/Statutory holidays will be required

#### PHYSICAL DEMANDS:

- Lifting between 40 – 60 lbs.
- Fast paced and quick thinking
- Constant flow between raw receiving, pasteurizing and cheese making
- May have ability to work long hours depending on schedule
- Standing on feet for extended periods of time

Factory and Food experience preferred. Qualified candidates please apply by:

**Online:** [www.woolwichdairy.com](http://www.woolwichdairy.com) – please specify which job you are applying for

**Mail:** 425 Richardson Rd. Orangeville, ON L9W 4Z4

**Fax:** 519-941-9349

**Email:** [elizabeth@woolwichnova.com](mailto:elizabeth@woolwichnova.com)