



SARDO FOODS

Sardo Foods is a family owned and operated company with more than 50 years of experience in manufacturing, sales and national distribution. We produce over 200 traditional and innovative product lines for both Retail and Food Service with a commitment to redefining the way Canadians eat. Sardo Foods is one of Canada's largest private label suppliers and manufacturers of fine Mediterranean-grown olives and antipasti.

We are looking for an individual who enjoys working in a fast-paced, team-oriented environment with a strong focus on meeting high quality standards. If you are that person, you may be a perfect fit for our team.

Team Lead – Preparation Room – Bolton, ON Full Time

We currently have a full-time opportunity for a Team Lead – Preparation Room. In this position, you will be responsible for leading food processing activities to ensure that quality standards and productivity requirements are achieved.

Roles and Responsibilities

- Prepare and handle food ingredients according to standardized recipes, ensuring food quality, safety and quantity.
- Pre-scale, measure and/or weigh all ingredients as per recipe sheets
- Provide day to day direction to preparation room employees
- Identify, evaluate, control and prevent contamination hazards at all stages of the food production process and immediately notify Quality Assurance and Production Manager, if product safety is compromised
- Complete daily kitchen production reports and accurately track work completion and inventory
- Support production plan by complying with established priorities and coordinating kitchen employee's activities, monitoring output and working to address any problems that may arise
- Set an example for all employees by working in a safe manner, abiding all H & S policies and procedures and using proper PPE.
- Effectively fulfill daily production requirements as assigned by Production Manager
- Adhere to all GMP's, safe food handling practices and Health and Safety rules and regulations
- Complete and oversee daily sanitation duties
- Maintain general work center cleanliness, support major line cleaning and end of shift cleaning and sanitation
- Responsible for ensuring all product produced meets all GMP and food safety requirements
- Must wear proper PPE at all times including face mask

Qualifications

- High school or College diploma minimum
- 3 years' experience in food manufacturing environment
- Good communication skills, both written and verbal

Working Conditions

- Able to work in standing position for long periods of time
- Able to prioritize multiple tasks
- Must be able to handle all food including seafood and dairy
- Exposure to noisy environment, intense food odours and/or refrigeration temperatures

Hours: Monday to Friday – 7:00 am to 4:30 pm

Salary: \$16-\$17/hour

HOW TO APPLY

Applicants should send a resume and cover letter outlining how they meet the specific requirements of the position to humanresources@sardofoods.com

Applicants may be subject to a background check and must meet the security criteria designated for the position.

Sardo Foods is an Equal Opportunity Employer that is committed to maintaining a diverse and inclusive workforce. Accommodations for disabilities will be provided, on request, to support a job applicant's participation in any aspect of the recruitment process.

We sincerely thank all applicants for their interest, however, only those candidates selected for interview will be contacted.

COVID-19 Safety Precautions include:

- Personal protective equipment provided or required
- Social distancing guidelines in place
- Sanitizing, disinfecting, or cleaning procedures in place