

Position Title:	Level 1 Crew (Farm Hand), Fill/Empty Operations	Location:	All
Department:	Fill/Empty (Growing)	Wage Grid:	FE1
Reports to:	Grower – Leam/Well Cultivation Manager - King	Direct Reports:	None

Highline Vision and Values:

Passionately nourish people, community and environment, through embracing our core values, which include:

We do the right thing, always. We lead the way. We are fanatical about quality. We are transparent in our relationships. We always consider the human element. We embrace diversity and inclusion.

Position Summary:

Receives the mushroom substrate from the Tunnels Operations, fills the growing rooms with the mushroom substrate and ensures a layer of peat moss is applied to the surface (Casing layer). Responsible for emptying the growing rooms when the harvest is completed.

Expected Outcomes:

1. General Duties

- Washing/cleaning and proper maintenance of Fill/Empty machinery and premises
- Maintains strict hygiene at all times
- Assists the Senior Crew – Fill/Empty Operations as required
- Performs any other duties that may be assigned.

2. Leadership & Code of Conduct

- Embrace and support the highline culture and values, acting as a brand ambassador at all times
- Interact with others in a manner that promotes respect, confidentiality and dignity
- Develop and actively foster an engaged work force, displaying professionalism at all times

3. Safety:

- Adheres to the Safety Policies, including use of proper Personal Protective Equipment (PPE) and other safety equipment
- Reports unsafe conditions immediately to the Supervisor
- Reports all incidents, injuries and near misses immediately to the Supervisor
- Cooperates in the Early and Safe Return to Work Program if an injury or medical illness requires accommodation

4. Food Safety:

- Follows all Good Manufacturing Practices (GMP's) as trained

5. Quality:

- Adheres to all quality standards per customer specifications

6. Tools and Equipment:

- Squeegee
- Shovel
- Scraper
- Washing equipment (i.e. hose)
- Net Washer

Qualifications:

- Eligible to work in Canada.
- Must be at least 16 years of age.
- Background or exposure to mushroom, horticultural, or agricultural environment is an asset

Required Training:

Orientation training, including, Food Safety, Attendance Policy, Conduct Policy, AODA, WHMIS, Incident Response and Reporting, Emergency Response Plan, Return to Work and Disability Management, Ergonomic Policy and the Highline Stretching Program, Workplace Violence, Harassment, Sexual Harassment and Bullying Policy, Health and Safety Policy and MOL Worker Awareness.

Other training as identified from time to time by the company.

Working Conditions:

Weekend and/or evening and some holiday work. Position requires a willingness to work a flexible schedule.

This job description should not be construed as an exhaustive list of duties and responsibilities to be performed by persons assigned to this position. It is not intended to limit or in any way modify the right of the manager or supervisor to assign, direct, or control the work of associates under his or her supervision. Job descriptions may be revised at any time during the course of employment as required.

By signing below, I acknowledge that I have reviewed and accept the responsibilities noted within this job description.

Print Name

Signature

Date