

Position Title:	Junior Wharf Tunnels Trainee	Location:	All
Department:	Wharf & Tunnels	Wage Grid:	TBD
Reports to:	Wharf Manager	Direct Reports:	None

Highline Vision and Values:

We aim to 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:

As a training position, the incumbent works closely with the Wharf and/or Tunnels Manager(s) to gain knowledge of all aspects relating to the substrate and tunnels operations, including but not limited to, compost preparation, raw ingredients, farm water supply management, spawning and pasteurization processes, loader operation and maintenance.

Expected Outcomes:

1. General Duties

Under the general direction of the Wharf and/or Tunnels Manager(s):

- a. Assists in monitoring the pre-wet and turner processes to ensure quality compost, the making of compost for proper quality composition and the filling process of compost to the Tunnels
- b. Liaises with the Wharf and/or Tunnels Manager(s) concerning compost quality and equipment concerns
- c. Operates and maintains farm machinery and equipment including, but not limited to, front end loaders, blending line, bunker filler, ensuring daily maintenance of fluid levels and equipment cleaning
- d. Dips wheat straw bales in goodie water (recycled water) and stacks the bales to sit for 6-7 days to heat up and soften the straw
- e. Cuts strings on bales
- f. Puts straw through the bale break line
- g. Ensures the addition of DPW (chicken manure) and water and puts mixture into a bunker
- h. Responsible for flipping the compost every 3-4 days into another bunker, mixing and adding more water
- i. Operates the Cassette Machine to move the raw compost material between tunnels
- j. Operates the emptying winch, pulling the compost out of the tunnel for spawning and transfer of the spawned compost to the growing rooms
- k. Ensures addition of mushroom spawn to compost material
- l. Ensures Compost Adding to Casing (CAC)
- m. Washing/Cleaning and proper maintenance of wharf and tunnels equipment and premises
- n. Maintains strict hygiene at all times
- o. Performs any other duties as assigned

2. Leadership & Code of Conduct

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

3. Safety:

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

4. Food Safety:

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

5. Quality:

- a. Adheres to all quality standards per customer specifications

6. Tools and Equipment:

- Forklift

- Front End Loader
- Pre-Wet
- Bunker Filer
- Blending Line
- Turner
- Cassette Machine
- Emptying Winch
- Probes
- Computers
- Thermometers
- Flashlight

Qualifications:

- Must be eligible to work in Canada
- Minimum of two years experience in mushrooms, horticulture or agricultural field

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.

Lockout Tagout, Scissor Lift, Forklift may be required.

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.

Signature

Date