

Position Title:	Level 1 Crew (Farm Hand) Tunnels	Location:	ON
Department:	Tunnels	Wage Grid:	T2
Reports to:	Substrate Manager	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:

Pasteurizes the compost, adds the mushroom spawn and oversees the incubation period. Following incubation, responsible for delivering medium to the growing rooms.

Expected Outcomes:

1. General Duties

- a. Operates the Emptying Winch, pulling the compost out of the tunnel for spawning and transfer of the spawned compost to growing rooms
- b. May occasionally work from heights and operate equipment with proper training
- c. May assist in addition of mushroom spawn to compost material
- d. May assist in addition of supplements to compost
- e. Operates Skid Steer and forklift
- f. Washing/cleaning and proper maintenance of Tunnels machinery and premises
- g. Unloading trucks using a forklift when needed
- h. Driving farm vehicles, such as wagons, casing trucks, or dump trucks
- i. Wash and sanitize tunnels, nets, casing trucks, wagons, dump trucks, etc.
- j. Assists the Senior Crew – Tunnels Operations as required
- k. Other duties as assigned

2. Leadership & Code of Conduct:

- a. Embrace and support the highline culture and values, acting as a bran 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:

- a. Forklift
- b. Emptying Winch
- c. Skid Steer

Qualifications:

- Must be eligible to work in Canada
- Must be at least 16 years of age
- Previous forklift experience

- 1-2 years of experience in mushroom, horticultural, agricultural preferred
- Prior experience or training in the operation of heavy equipment preferred

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.

Job Specific Training –

- Department Hazard Awareness Checklist
- Forklift certification
- Lockout/Tagout Training
- Safe Operation of Farm Equipment
- Machinery & Equipment Policy
- H2S Awareness
- Ladder Safety
- Machine Guarding and Hazard Awareness
- Job Specific SOPs

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