

**ROLE TITLE**

**Role Overview**

**PURPOSE**

The purpose of this role is to ensure that all products are packaged according to correct weights, are labelled and packaged appropriately for despatch.

*This role is essential to the company because quality is paramount to us and as such all products must be packed and presented to a superior standard. The position is essential to continue our mission to be Australia's leading confectionery company with the highest standards of products and service available.*

**REPORTING LINES**

This role reports directly to the Operations Manager

**KEY RESPONSIBILITIES**

The key responsibilities of this role are:

- To pack products into a variety of packaging mediums.
- To work as part of the lollipop team in the manufacturing process
- To complete labelling and packing of products as directed in company standards.
- To clean the packing work area and all equipment
- To Maintain company hygiene and health standards.
- To operate a variety of packaging equipment.

Selection Criteria

**SKILLS AND ATTITUDE**

Important skills and attitudes to be effective in this role include:

- Ability to communicate – strong verbal skills required
- Attention to detail
- Willingness to learn
- Willingness to share knowledge, ideas and suggestions
- Use a logical approach
- Fast hand speed
- Excellent work ethic

**KNOWLEDGE AND EXPERIENCE**

Important Knowledge and experience to be effective in this role include:

- Work in the food industry highly regarded
- Good understanding of hygiene and safety
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