



Mill Operator

Position: Mill Operator
Reporting to: Production Shift Lead
Based at: Buffalo Creek Mills, Altona, MB

Buffalo Creek Mills is an oat processing facility located one mile north of Altona, Manitoba. As a company, we take pride in making a positive impact on our local and global communities by providing quality food-safe oat products.

Our company values individuals who take initiative to create a positive work environment, embrace teamwork and want to grow with the company. Buffalo Creek Mills is successful because of the hard-working, passionate, and authentic people who work here. If this speaks to you and the values that you hold, a career at Buffalo Creek Mills may be right for you.

Job Purpose:

The responsibility of the Mill Operator is to ensure the continuous operation of the Oat Mill and Pellet Mill. This role will complete a variety of milling tasks assigned by the Production Shift Lead. This includes operation, monitoring, testing, documentation, minor maintenance, and housekeeping tasks required to meet production objectives.

Key Responsibilities:

- Responsible to follow the daily work orders and instructions as outlined by the Production Shift Lead.
- Responsible to perform milling tasks which include adjusting and monitoring the milling equipment.
- Responsible to take samples and ensure the quality of the product meets the specifications of the order.
- Responsible to complete the required traceability and inspection documentation.
- Responsible to complete minor maintenance and assist in troubleshooting, diagnosing, and general repairs of milling equipment.
- Responsible to ensure the mill areas are clean and organized.
- Responsible to comply with all Health & Safety, Food Safety, and Human Resource policies and procedures.
- Other duties as assigned by the Production Shift Lead.

Preferred Qualifications:

- Experience in the milling industry.
- Experience in a food-safe environment.
- General mechanical knowledge, and the ability to troubleshoot.

Minimum Qualifications:

- Ability to work independently as well as in a team environment.
- A strong attention to detail.

- Ability to take direction.
- Valid driver's license.

Employment:

- Full time, Monday to Sunday, 7:00am to 7:00pm or 7:00pm to 7:00am.
- Start date of July 11, 2022.

Salary and Benefits:

- Wage is based on the Level 2 category of the remuneration policy.
- Competitive benefits package is required.
- Group retirement savings plan is available.

