



## Sanitation Assistant- Term

**Position:** Sanitation Assistant - Term  
**Reporting to:** Sanitation 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 through 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 together 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 primary purpose of the Sanitation Assistant is to assist in cleaning, sanitizing, and organizing the milling areas in order to meet food safety standards.

### **Key Responsibilities:**

- Responsible to perform cleaning tasks throughout the operations areas such as sweeping, vacuuming, and dusting.
- Responsible to clean areas in hard-to-reach and infrequently used areas.
- Responsible to assist the different departments with cleaning and organizational tasks in order to reach food safety standards.
- Responsible to complete tasks according to a specified sanitation schedule.
- Responsible to organize the facility according to 5S methodology.
- Assist in minor maintenance tasks to remove unwanted debris and outdated support structures.
- Responsible to comply with all Health & Safety, Food Safety, and Human Resource policies and procedures.
- Other duties as assigned by the Sanitation Lead.

### **Preferred Qualifications:**

- Experience in a food-safe environment.

### **Minimum Qualifications:**

- Physically capable of climbing, lifting, and bending to perform tasks.
- Ability to work at heights.
- High level of attention to detail.
- Ability to prioritize and multitask.
- Ability to work effectively within a team and with minimal supervision.
- Valid driver's license.

**Employment:**

- Full time, term of 2 months with possible opportunity for long term employment.
- Immediate start date.
- Overtime may be available.

**Salary and Benefits:**

- Wage is based on the Level 1 category of the remuneration policy.

