



KLEINPETER FARMS DAIRY, L.L.C.
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Job Description

Lab Technician

FLSA Status: Nonexempt

Reports to: Lab Manager

Position Summary:

Properly receive raw milk and perform any and all testing required to ensure company, state and federal, and customer standards and expectations

Job Duties & Responsibilities:

- Perform testing in accordance with company, state and federal, SQF, and customer requirements
- Complete all required documentation and scheduled quality checks
- Accurately record data
- Receive raw milk tankers and run proper tests on incoming raw milk
- Climb up milk tanker ladders while wearing a safety harness and retrieve milk samples from tank
- Verify milk tickets and enter data into database
- Be present at the dairy for any late night deliveries or pick ups
- Maintain organization and cleanliness of lab and cart at all times
- Duties shall be performed by other lab technicians if absent from work
- Relieve other lab technicians if absent from work
- Follow all safety policies and procedures at all times.
- Follow company GMP's, SOP's, and SSOP's at all times
- Must wear appropriate PPE at all times
- Performs other related duties as assigned by Manager/Supervisor
- All employees are responsible for food safety and quality

Job Requirements:

- Must be organized and detail-oriented
- Excellent verbal and written communication skills
- Ability to read chemical labels and follow safe handling procedures for food grade products
- Ability to perform basic mathematics functions (adding, subtracting, multiplying, and dividing)
- Must be able to work weekends and varying shifts
- Ability to accurately record data
- Must be able to routinely lift 30 lbs., work from ladders, squat, bend, and kneel
- Position requires frequent lifting, reaching, climbing, pulling, stooping and kneeling
- Ability to stand on your feet constantly during your shift
- May be required to work in cold, damp environments
- Maintain constant mental focus and constantly be aware of surroundings.
- Must be able to pass all medical exams and drug and background checks (including criminal)

 Name (Signature)

 Date

