

ROLE PROFILE	
<b>Job Title:</b>	<b>Junior Hygiene Officer</b>
<b>Level:</b>	Skilled Workers/Junior Management
<b>Reports To:</b>	QC Manager
Context/Scope:	<p>The primary focus of this role will be daily hygiene checks to ensure that all hygiene and food safety standards are maintained.</p> <p><i>The employee is responsible for:</i></p> <ul style="list-style-type: none"> <li>• Daily hygiene checks</li> <li>• Maintaining paper towels, sanitising stations and hand soap dispensers</li> <li>• Uniform management</li> </ul>
Dimensions:	
Leadership and Functional Responsibilities	<p><b><u>Leadership</u></b></p> <ul style="list-style-type: none"> <li>• Every role at Fairfield requires strong internal governance and adherence to the company's Values, Vision and Leadership Competencies</li> <li>• All employees are required to lead "The Fairfield Way"</li> <li>• Strong inter-departmental interaction</li> </ul> <p><b><u>Functional</u></b></p> <ul style="list-style-type: none"> <li>• Daily hygiene checks, including: glass, temperature, personal hygiene, blades, bait stations and brush ware</li> <li>• Warehouse hygiene inspections</li> <li>• Staff Facilities Inspection and filling of paper towel and hand soap and hand sanitiser dispensers</li> <li>• Management of uniforms, including issuing of smocks, beard covers, mop caps, etc.</li> <li>• Chemical and scale verifications</li> <li>• Ordering of: paper towels, general cleaning chemicals, PPE and brush ware</li> </ul>
Purpose of Role	Focus on hygiene and food safety protocols with the factory to ensure that Fairfield's high quality and food safety standards are maintained.
Top 3-5 Accountabilities	<ul style="list-style-type: none"> <li>• Daily hygiene checks</li> <li>• Maintaining paper towels, sanitising stations and hand soap dispensers</li> <li>• Uniform management</li> </ul>
Qualifications and Experience Required	<ul style="list-style-type: none"> <li>• Diploma or Degree in Food Technology</li> <li>• Incumbent would need to have an attention to detail and a methodical approach.</li> <li>• Strong communication skills, both verbally and written.</li> <li>• Possible experience would include: Quality Controller, Hygiene Officer, Lab Technician</li> <li>• Computer literate with an ability to use MS Excel and Word.</li> <li>• Ability to work independently and as part of a team.</li> </ul>
Operational Working Conditions	<ul style="list-style-type: none"> <li>• Based at head office in the heart of the beautiful KZN Midlands</li> </ul>