



Safety/Food Safety Coordinator

ABOUT US

Established in 2000, Foothill Packing Inc., a California-based Farm Labor Contractor and Custom Harvester, was formed to deliver sound and reliable solutions to the challenges of the Agricultural industry. Our organization has a reputation for outstanding leadership and innovation. In fact, our operations management have at least 25 years of individual ag-related industry experience. Our H-2A expertise is unrivaled – we complement the massive volume of staffing needs for our clients by leveraging local talent and the H-2A Temporary Agricultural Employment of Foreign Workers program, supplying thousands more. We thrive in meeting new demands and offering the industry's most effective services and resources.

With offices and field locations in Salinas and Yuma; we also operate various commodities* throughout California and Arizona. We have approximately 75 administrative and support team members with field crew team members numbering over 4,000.

**While the majority of our teams support field operations such as broccoli, lettuce, lemons, avocados, dates, vineyard grapes, watermelons, cantaloupe, hand labor, and irrigators; we provide labor for many specialty crops located in Napa, Sonoma, Huron, Patterson, Imperial, Coachella, Brawley, CA, and Yuma, AZ.*

SUMMARY

This role is responsible in ensuring the Food Safety and Safety programs and protocols are adhered to by training, auditing, inspecting, and correcting behaviors. Must be highly detail-oriented & highly motivated. Must be a great communicator to work with, educate, and advise other team members with the goal of ensuring our employees and products remain safe. The following job functions are not all-inclusive and may change as required by the Company.

DUTIES

- Ensure compliance with Food & Safety policies, programs, and daily operations with local, state, and federal laws and procedures for safety, food safety, lock-out/tag-out, hazard materials, respirator, emergency responses, etc.
- Provide food and safety training at all levels within the organization, ensuring each meeting is documented and acknowledgements are completed. Take meeting minutes.
- Adhere and enforce programs that comply with the California Leafy Greens Marketing Agreement (LGMA), FSMA, Primus GFS, etc.
- Assist and enforce the Company's Injury and Illness Prevention Program (IIPP). Review and update required postings, ensuring they remain current.
- Maintain a positive presence and behavior at field locations to review activities and provide all employees with an opportunity to discuss concerns relating to food and worker safety.
- Routinely inspect all equipment, vehicles, shop(s), office(s) for general safety conditions and compliance.
- Inspect and replenish first aid kits throughout the organization. This includes offices, shop, buses, and company vehicles.
- Performs other duties and special projects as assigned.

SKILLS, KNOWLEDGE, AND ABILITIES

- An associate degree or college equivalent and at least 3 years agricultural experience in human resource, safety, food safety is highly desirable.
- General knowledge of Microsoft Office products (Excel, Power BI, Power Apps, SharePoint, etc.).
- Ability to communicate clearly at all levels across the organization.
- Ability to effectively engage cross functional teams in projects. Must be bilingual in English and Spanish with the ability to read, write and converse at a fluent level.
- Must maintain a valid class C driver's license and have a good driving record.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to travel regularly and with minimal notice to Yuma, AZ, approximately from November – March annually. Must be able to utilize transportation, i.e. vehicle, air, or bus.
- Mostly outdoor work with varying and fluctuating weather. Must be able to access and navigate each department at the company's facilities.
- Driving for long periods of time. Alternately, will sit minimally at a desk and working on a computer.
- Light to moderate lifting (up to 40 pounds). Reaching, stooping, pulling, pushing and manual dexterity.
- Operating a hand-held device such as tablet and phone. Must have general knowledge on how to utilize a computer, calculator, copier, and keyboard which involves repetitive hand arm movement.

Qualified candidates may submit a cover letter and resume to: Careers@FoothillPacking.com

- Must be able to multi-task and work in a fast-paced environment with frequent interruptions.
- Must get along with others, providing excellent customer service within all service levels of the organization.