



## EMPLOYMENT SUMMARY

Position Title: Plater  
Location: Chicago  
Reports to: VP, Food Service  
FLSA Status: Hourly  
Date Prepared: 09/17/2020

### OUR COMPANY

Since 1858, Dohmen has been focused on creating equitable access to a more efficient, effective and easy to use health experience. Why have we been able to achieve that kind of longevity? Because we're entrepreneurs. We dream big. We try new things. And we find bold new ways of realizing our vision. Today, we're on a mission **to revitalize the health of communities and the people within them using the power of food.**

We've also stayed strong all those years because while we've been unafraid to change WHAT we do, we've never changed WHO we are and what we stand for. Our behavior is guided by five simple values –

- **Caring:** We're empathetic and respectful.
- **Committed:** We're dedicated and persistent.
- **Creative:** We're inventive and imaginative.
- **Collaborative:** We're cooperative and share our knowledge.
- **Courageous:** We're willing to risk failure over inaction.

Our values represent the spirit of our company. They keep us grounded as we work to find the future. They define who we are, how we act and how we do business. And as a foundation owned organization focused on achieving a social return on investment (SROI), they are the essence of what makes us unique and successful.

### THE POSITION:

As a plater you are responsible for assuring the quality and final presentation of our food. You are responsible for the continue freshness of our packaged food.

### POSITION SUCCESS FACTORS:

1. Packaging runs smoothly and packaged product is ready on time.
2. Well verse in the operation of our packaging machines
3. Maintaining food and packaging area clean and in order.

### ESSENTIAL FUNCTIONS:

- Package food in a refrigerated area, according to the standards of each line.
- Daily compliance with operating/safety procedures, sanitation guidelines and food quality.
- Operating plating machines and keeping plating area organized.



**KEY RESPONSIBILITIES:**

- Follow proper operational plating procedures.
- Work with the rest of the plating team in a cooperative and efficient manner
- Follow plating recipes without deviation.
- Assist in maintaining the packaging machines working in proper order by following schedule cleaning and maintenance schedules.
- Follow opening, closing, safety and all operational procedures consistently.
- Maintain packaging and supply inventories.
- Follow CGMP's and HACCP guidelines

**EXPECTED BEHAVIOR:**

- Display a positive and cooperative attitude and enthusiasm among staff.
- Represent company's vision, values and capability with passion and integrity.

**PERSONAL SKILLS/ATTRIBUTES:**

- Able to follow food sanitation procedures.
- Strong attention to detail.
- Able to read English to follow plating recipes
- Able to stand for long period of time in a refrigerated room.
- Comfortable around electronic equipment.
- Good communication skills.

**WORKING CONDITIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The above statements describe the general nature and level of work only. They are not an exhaustive list of all required responsibilities, duties, and skills. Other duties may be added, or this summary amended at any time.

---

Employee Name – Print

---

Manager Name – Print

---

Signature

---

Date

---

Signature

---

Date