

# Prep Room Technical Support

Freshview Foods are one of the U.K.'s leading independent suppliers to catering professionals. We pride ourselves on supplying a wide and diverse range of food and related products to satisfy the needs of our catering customers. At the heart of our operation is our busy Food Preparation department. Supplying our customers with high quality bespoke prepared produce.

## Purpose of the Position:

- To ensure all product that leaves the prep room is to the required standard and specification.
- To aid in the smooth & efficient running of the Prep Room ensuring all Prep Operatives have the correct equipment to do their job efficiently and safely.
- Complete full quality control checks to stock prior to dispatch to drivers, ensuring anything that is not to spec is re-made and recorded
- Collate daily production sheets and report any discrepancies
- Sample checks to be made to ensure correct labelling of produce, including, batch numbers, used by date, weight and product
- Produce and check day of production labels are applied to produce
- Ensure that all random weight checks are completed and recorded
- Ensure that all Stock Rotation Sheets in relation to prep produce are completed documented
- Ensure that all material dispensed into the preparation area is recorded on Q23 with all the relevant information, including GRN numbers to ensure full traceability of produce
- Complete final checks of produce, including packaging , temperature and weight and record ed
- Complete hygiene audit on prep staff, including the following to not limited to; correct personal protective equipment is being worn (including white coats and wellies in appropriate areas) and no jewellery is being worn by operatives that cause cross contamination.
- Ensure that in-house organoleptic and shelf life tests are conducted on prepared products and recorded
- Request yields and regularly update cost price of products produced on our bespoke system

## Key Attributes:

- High product knowledge and above average understanding of the industry/role requirements
- Team player with an understanding of people
- Computer Literate with experience in working on systems
- Able to work under pressure
- Ethical , honest and reliable
- A "can do and will do" attitude
- Knowledge of Health and Safety in the workplace
- Able to deliver results

## Working hours:

40 hours per week 5 shifts out of 7 operational days  
1.30-10pm

## Salary:

Dependant on experience

**Location:** Stoke-on-Trent

**Telephone:** 01782 717806

To apply:

Please apply in writing with an up to date CV for the attention of Nicola Lessiter to [recruitment@freshviewfoods.co.uk](mailto:recruitment@freshviewfoods.co.uk)