**PRODUCTION TEAM MEMBER**

**PROGRESSION OF SUPERVISORS:**  **Production Team Leader, Production Supervisor, Senior Supervisor of Production, Senior Manager of Production and Shipping, Chief Executive Officer (CEO), Vice President, President**

**JOB SUMMARY: Correctly and efficiently complete all assigned production tasks. Consistently meet established productivity standards for speed and quality after training. Maintain a positive and cooperative attitude with all fellow employees.**

**ESSENTIAL FUNCTIONS:**

1. **Meet or exceed established standards for assigned production tasks after training.**
2. **Abide by Four Star sanitation guides. You are required to wear gloves at all times when working with plants, changing gloves as needed.**
3. **Correctly and efficiently move, lay down, hang, transplant, dump, consolidate or space Four Star products as assigned. Repeated bending, pulling and lifting are required to accomplish this function, see Physical Aspects section below.**
4. **Correctly and efficiently meet Four Star specifications as assigned on the following functions; crop maintenance, harvesting and sticking cuttings. Prolonged standing or sitting are required to accomplish this function.**
5. **Must be able to accurately match the variety name in writing with the same variety name that may be written in other places.**
6. **Perform all aspects of your job and operate all equipment following all safety standards. Reports safety issues in a timely and appropriate manner.**

**ESSENTIAL WORK HABITS:**

1. **Adjusts schedule seasonally as needed IE- willing to work more or less hours depending on the needs of the department.**
2. **Reports to work as scheduled, maintaining a level of absences that results in minimal departmental disruption and minimal unfair burden on other employees.**
3. **Follow all instructions. Ask questions as needed.**
4. **Be at your work station or assigned work area with all of the appropriate supplies at the assigned start time.**
5. **Keep all work areas clean and organized.**
6. **Promote positive morale by working effectively as a team member.**
7. **Accurately use the time clock to change jobs.**
8. **Utilize equipment only after receiving the required training. EX- Tow Carts, Hi-Los, Scissor Lifts, Ladders, Cutting Machines, etc.**

**FOUR STAR VALUES:**

**Row Together**

* + Serve each other with dignity and professionalism, so everyone feels included, valued, and supported in an environment of mutual trust and respect.
  + Build trust and loyalty through responsible actions and honest relationships with a strong commitment to teamwork and collaboration.
  + Create and maintain an environment in which we all are empowered and enabled to achieve our high standards and expectations while having fun.
  + Set aside egos and personal goals for the good of the team.
  + Communicate with each other in the most personable and inclusive way possible.

**Do The Right Thing**

* + Make ethical, transparent, and well-intentioned decisions, even when no one is watching or the consequences are costly, focusing on what’s best for our company, customers, and each other.
  + Fulfill the needs of current generations without compromising the needs of future generations through sustainable actions and processes.
  + Be fair, sincere, open, and tactfully honest.
  + Make decisions that drive value so we will continue to financially thrive together.

**Look Around Corners**

* + Take calculated risks, simplify processes, embrace, and approach new ideas with the question, “how can we?”.
  + Work smarter not harder, constantly seeking improvements that keep Four Star at the forefront of the industry.
  + Welcome change and adapt to achieve long term sustained success.

**Embrace Challenges**

* + Anticipate and attack challenges to meet goals and to honor commitments which may include collaborating through healthy differences of opinion.
  + Recognize mistakes as learning experiences. Openly discuss mistakes with a commitment to constant personal improvement and give positive encouragement to others to keep trying.
  + Own your responsibilities and be genuinely accountable for your decisions, actions, and results.

**Live Long & Prosper**

* + Create and maintain a safe and healthy facility.
  + Identify, openly discuss, and fix issues that pose risks to the safety and health of all employees and visitors.
  + Seek harmony between personal and professional time.

**Reach For The Stars**

* + Take pride in producing the highest quality products and services that exceed our customers’ expectations.
  + Meet the mission of being “Easy, Successful & Inspiring” for all interactions with customers and each other.
  + Make decisions based on data driven insights blended with intuition, then openly share the reasons for those decisions.

**ADDITIONAL RESPONSIBILITIES:**

1. **Assist in other departments as assigned.**
2. **It is your responsibility to wear your badge at all times. Keep your badge and all your supplies in the lockers we provide for you.**
3. **Any other duties as assigned.**

**PHYSICAL ASPECTS:**

1. **Bulk of job is spent standing or walking, sitting, bending to the ground or reaching overhead. You may have to pull carts on 4 wheels castors weighing over 200 lbs.**
2. **Lifting a minimum of 25 lbs.**
3. **Employee will be exposed to the sun and/or high intensity lights.**
4. **Employee may be exposed to temperatures that can be 10-20 degrees above the outside temperature seasonally.**
5. **Employees may work in a wet environment where clothes and footwear can become saturated.**

**QUALIFICATIONS:**

1. **Prior work history in a fast-paced production environment is preferred. This includes farm, factory, fast food, warehouse, or shipping experience.**