

Deboning Plant Worker

Number of Posts: 1

Contract Type: Full time

Job description:

Assistance in the Deboning Plant or Meat Shop. Responsibilities include:

- Preparing products for dispatch.
- Loading / unloading products onto vehicles for dispatch or relocation.
- Movement of products between storage and processing locations.
- Receipt and recording of raw materials and consumables into plant.
- Assisting in stock-checks and audits at the plant and other KIM Ltd storage locations.
- Cleaning.

Basic Operation of Machinery & Computers. Responsibilities include:

- Loading / unloading of packing, weighing, and processing machinery
- Weighing of products and inputting data into computers.
- Production and application of labels.
- Production of delivery notes and invoices for products dispatched from stock.
- Operation of packing, weighing, and processing machinery and computers.
- Producing backups of stock data.

Collection of orders & Sales from deboning plant. Responsibilities include:

- Collecting weekly orders from clients from all sources (KIM personnel, KIM emails and Kim's website)
- Contacting regular clients whose orders for the week have not been received.
- Relaying orders with all relevant details to the Head Butcher.
- Collection of cash from cash sales, delivery to office & counting of cash.

Stock Management. Responsibilities include:

- Ensuring all products produced are correctly inserted into the stock management software.
- Ensuring daily back-ups of data from the stock management system are taken and securely stored.
- Ensuring that stock records are updated and correct.
- Producing concise weekly and monthly stock reports for the plant and other KIM Ltd storage locations.
- Weighing and recording of discards and reporting kilos discarded by category.
- Recording movement of buggies and other returnable containers sent out with deliveries.
- Reporting on buggies and other returnable containers which do not return.
- Maintaining stocks of all required consumables, including tools and clothing, packaging materials and cleaning materials, and placing orders as necessary with the KIM Office or direct from suppliers.
- Coordinating movements of products between storage locations and updating stock.

Requirements

Previous experience is considered an asset.

Training provided

Yes

Any assistance with accommodation/relocation

We will assist you to find suitable accommodation in Malta.

Salary

Eur 16,000 – Eur 17,000

How will the interviews be held

Online

To apply

CV and a covering email are to be sent by email to eures.recruitment.jobsplus@gov.mt and should be written in English. Please quote the vacancy name and number in your email.

EURES – Targeted Mobility Scheme

A financial mobility scheme exists titled **Targeted Mobility Scheme** that offers support to jobseekers moving for work as well as employers that recruit EU nationals from another country. For further information visit the website [EURES - EURES Targeted Mobility Scheme - European Commission \(europa.eu\)](http://eures.europa.eu)