1. General Information

Position	Base Associate	**Location**	Bonita (*Willcox, Az.*)
Departament/Area	Manufacturing.	**Reports to**	Manufacturing coord. / Leader
Objective	Contribute to the success of the organization by welcoming new applications and helping others achieve the result of the work that unlocks your potential, as well as ensuring compliance with all company policies and initiatives.		

2. Position Requirements

Education	High School Diploma or GED.
Experience	1+ years of experience in jobs related with GH Agricultural environment.
Language	English & Spanish.

3. Key Job Accountabilities (3-5)

1.	Ensure continuity and maximize productivity and quality within the company guidelines.
2.	Carry out the assigned tasks efficiently and within the assigned times.
3.	Available to work extended hours, holidays and weekends including a rotating duty schedule as required.

4. Additional Accountabilities or Specific Functions *(5-8)*

Specific Functions - Activities	**Periodicity** (Weekly, Monthly, Always)	**Principal Indicators**
Comply with all Health and Safety policies and initiatives.	Always	% On time
Ensure achievement of operational objectives in a timely manner.	Always	% On time
Maintain all designated areas in a clean, neat, and as necessary, disinfected status.	Always	% On time
Understand and follow oral or written directions in English or Spanish.	Always	% On time
Operate assigned equipment with responsibility, and report if any issue is detected with.	Always	% On time

5. Knowledge and Technical Requirements

Proficiency level	Less Skilled	Skilled	Talented
Labor Relations/Regulatory Compliance.		X	
Team player and interpersonal skills.		X	
Knowledge of food safety.		X	
Problem Solving Basics.		X	

6. Skills

(Based on the NatureSweet competency model)

Proficiency level	Less Skilled	Skilled	Talented
Effective communication skills (Verbal, Reading and Writing).		X	
Detail Oriented.		X	
Capable of Standing/Walking for prolonged periods of time.		X	
Capable of lifting to 50 pounds at least waist high frequently.		X	
Capable of working in extreme temperature variances and high levels of humidity.		X	
Capable of working with Bees.		X	

Revisión	Cambios	Fecha (Mes, Año)
0	New Creation	2018
1	Title and Logo update	2023