



PACKHOUSE SUPERINTENDENT

Direct Report: Packhouse Manager

Subordinates: Packhouse Team

Grade: Paterson

PURPOSE OF THE JOB

Position Overview

The Packhouse Superintendent plays a critical role in supporting the efficient and compliant operation of Desert Fruit's packhouse facility. The position ensures smooth processing, packing, and dispatching of various date varieties while maintaining strict adherence to international food safety, ethical trade, and quality assurance standards.

Working closely with the Packhouse Manager, the incumbent will oversee daily operations, coordinate staff activities, uphold product integrity, and contribute to operational excellence throughout the value chain — from intake to final dispatch.

MINIMUM REQUIREMENTS

Education & Experience

- Minimum of 3–5 years' experience in a packhouse supervisory or assistant management role within the agricultural or fresh produce sector.
- Proven experience with **GLOBAL GAP, BRC, HACCP, and SMETA** compliance standards.
- Proficiency in **Paltrack** or similar production/stock management systems.
- Demonstrated leadership and people management skills.

Skills & Competencies

- Excellent organizational and multitasking ability.
 - Strong quality control knowledge and high attention to detail.
 - Fluency in **English and Afrikaans** (written and verbal).
 - Computer literacy with proficiency in **MS Office Suite** (Excel, Word, Outlook).
 - Strong analytical, problem-solving, and decision-making abilities.
 - Ability to work under pressure and meet deadlines.
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KEY RESPONSIBILITIES

Operational Management

- Plan, coordinate, and supervise all packhouse operations to achieve efficiency, quality, and safety targets.
- Oversee the packing of date varieties according to customer and export specifications.
- Ensure compliance with **BRC, HACCP, and SMETA** standards.
- Utilize **Paltrack** (or equivalent software) for production data, stock control, and product traceability.
- Manage data entry from intake to dispatch (palletizing, labelling, and reporting).
- Submit accurate daily reports on received orchard stock, pallet intakes, and tipping activities.
- Oversee process controls for heat treatment rooms and hot houses.
- Maintain and administer accreditation audit documentation (GLOBAL GAP, BRC, and M&S – DPS).
- Support the Packhouse Manager in ensuring productivity, profitability, and full food safety compliance.
- Address non-conformances under the FSMS and report all food safety issues to the HACCP team.
- Assist with **Global GAP, BRC, and DPS (M&S)** training initiatives.
- Act as a member of the Incident Management Team during integrity issues, product withdrawals, or recalls.

Quality Control

- Monitor the quality of incoming and outgoing produce to ensure compliance with specifications.
- Implement and maintain HACCP-aligned quality checks.
- Collaborate with the Quality Control team to manage and resolve non-conformances.

Administration & Reporting

- Prepare and submit daily, weekly, and monthly operational reports.
- Maintain accurate production data, staff attendance, and incident records.
- Support audit preparation and compliance documentation.
- Conduct freezer stock counts and verify product receipts weekly.
- Participate in continuous improvement initiatives as directed by the Packhouse Manager.

Continuous Improvement

- Identify and address process inefficiencies to improve workflow, reduce waste, and optimize resources.
- Contribute to innovation in packaging, technology, and operational systems.

APPLICATION PROCEDURE

Please submit your application through our official recruitment portal at www.jobopportunities.net.

Include a **cover letter**, your **comprehensive CV**, and **authenticated copies** of relevant qualifications and certifications.

Only short-listed candidates will be contacted. Applicants will be subjected to reference checks.

Closing Date: 13 November 2025 @ 7:00PM