



Mothers' Milk Bank Northeast

Hiring: Milk Production Associate

Role: You can make a huge difference in the lives of fragile babies. We are looking for a bright, energetic, motivated person. Our team works in a clean food lab setting, processing and pasteurizing human donor milk, a nutrition source that is critically needed for some babies. Do you like a fast-paced environment? Are you detail oriented and safety conscious? Do you enjoy being part of a positive work culture and are you willing to contribute to making the Milk Bank a great place to work for everyone? If yes, come find out more. On the job training is available for someone ready to launch their career with us.

Responsibilities:

- Pouring milk into bottles for pasteurization under clean conditions
- Mixing and pasteurizing donor milk in hot water bath
- Preparing milk samples for lab testing
- Cleaning and preparing lab and related equipment for pasteurization
- Following Good Manufacturing Practices (GMPs) and safety procedures
- Checking in and logging in raw donor milk
- Organizing milk in walk in and chest freezers
- Performing routine maintenance of lab equipment
- Data entry with significant attention to detail required
- Assisting with monthly inventory
- Other duties as assigned

Qualifications:

- High School diploma plus work experience or college degree (preferred)
- Working knowledge of food preparation, lab and/or manufacturing practices preferred (can be trained)
- Computer skills necessary
- Working knowledge of Food Safety (can be trained)
- Organizational skills and high attention to detail

- Able to learn new tasks and multi-step processes in a fast-paced environment
- Professional manner and commitment to organization's mission
- Stand for long periods of time
- Lift and carry up to 30 pounds on a regular basis
- Repetitive hand movements including but not limited to opening and sealing bottles
- Communicate clearly and manage time effectively
- Work both independently and as part of a team

Job Type: Full Time. 7AM - 3 PM or 8AM - 4 PM Monday-Friday

Salary: Starts at \$20/hour. Benefits include health and dental insurance, retirement, paid vacation, parental leave.

Location: In person only. Newton, MA

Required work authorization: United States

Please email your resume and a thoughtful cover letter regarding how this job aligns with your career interests to kylia@newtonma.org