



Off Gilgil – Nyahururu Road
Opposite Ol'kalou Hospital
P.O. Box, 603-20303, Ol'Kalou.

+254 743 514 536
Info@olkaloudairy.co.ke
www.olkaloudairy.co.ke

JOB DESCRIPTION

Position Title: PRODUCTION ASSISTANT
Department: PRODUCTION
Reports To: PRODUCTION MANAGER

QUALIFICATIONS / EXPERIENCE / KNOWLEDGE

- Diploma or Degree in Food Processing, Food Science or any related field.
- Minimum of 3 years' experience in dairy processing.
- Hands-on experience in yoghurt production will be an added advantage.
- Knowledge of quality assurance, hygiene, and food safety standards.
- Strong teamwork, attention to detail, and ability to work under minimal supervision.
- Good communication and record-keeping skills.

• ROLES AND RESPONSIBILITIES

- Support the overall yoghurt production process from preparation to packaging.
- Ensure adherence to quality, hygiene, and safety standards in all production activities.
- Assist in maintaining smooth workflow and efficiency within the production unit.
- Monitor production processes to maintain consistency and product quality.
- Contribute to maintaining cleanliness and sanitation of the production environment.
- Support quality control procedures and report any product deviations or equipment issues.
- Maintain accurate production and process records as required.
- Ensure proper handling, storage, and utilization of raw materials and finished products.
- Collaborate with team members to achieve daily production targets.
- Uphold Good Manufacturing Practices and food safety standards at all times

Application Process

To apply, please submit your CV and a cover letter detailing your relevant experience by 21st October 2025 info@olkaloudairy.co.ke or by hand delivery with the subject line “**Production Assistant**” application. Only shortlisted candidates will be contacted.

