

Cotteswold Dairy



Job Title:	Production Operative
Department:	Production
Base Location:	Tewkesbury
Relationships:	Production Team
Responsible to:	Production Managers

The Team Cotteswold Purpose:

Being at the heart of a responsible and sustainable dairy community.

JOB DESCRIPTION

Overview:

An initial entry level position into the production environment, the role entails various activities as directed by the management and supervisory team. The role includes working across all of the production lines within the Factory.

You will be expected to work as part of a team and on your own initiative. You will be required to operate a variety of machinery and equipment in line with company policies and procedures, and full training will be provided.

You must adhere to all site policies regarding food hygiene and health and safety*.

Due to the nature of the business you will at times be required to work on a flexible basis to cover the needs of the business. You will at all times be responsible for the quality of the product and must report any concerns to the supervisory team.

** Due to food hygiene regulations only one solid wedding band is permitted. No earrings, studs, bracelets, necklaces, makeup, strong smelling deodorants or perfumes are permitted in the production area*

Main Duties & Responsibilities:

- To operate a variety of machinery producing units of packed products
- Pack finished products on the end of the line ready to send through to distribution
- To ensure a high standard of quality is maintained throughout the production process
- To maintain excellent hygiene standards in line with Company procedure
- To communicate any issues as they arise
- To follow all Company procedures

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Cotteswold Dairy



- To adhere to Health and Safety standards
- To work in a flexible and organised manner
- Training, coaching and mentoring of any other team members
- To carry out any other duties as reasonably requested by your Supervisor or Manager
- To understand and comply with the Company's Health and Safety Policy Statement

Skills (Essential):

- Have an eye for detail to ensure accuracy and precision;
- Possess a good level of numeracy skills;
- Positive attitude possessing high levels of commitment and motivation;
- Flexibility to work varying shift patterns and work to tight deadlines;
- A strong communicator able to work well in a team;
- The ability to work on fast moving production lines;
- Forward thinking and possessing a "can do" attitude;
- Ability to pass Level 2 Food Safety.

Skills (Desirable):

- Experience of working in a dairy or similar food production sector;
- Knowledge of food production, food hygiene and associated procedures.

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