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| **ROLE PROFILE** | | | |
| Job title | Production Operative Grade B | Date | 23rd February 2021 |
| Department | Operations | | |
| Location | Trafford Park | | |
| **ROLE SUMMARY**  Summarise in one or two sentences the highlights of the job in terms of its purpose and overall responsibility. | | | |
| To ensure the timely production of bakery goods to agreed standards, safely and effectively. | | | |
| **REPORTING STRUCTURE** | | | |
| Reports to | Shift Manager | | |
| KEY ACCOUNTABILITIES AND RESPONSIBILITIES | | | |
| * Ensure the timely and efficient production of bakery goods to agreed targets and specifications. * Should ensure all paperwork is completed in a timely manner and to the required standard. * Should complete all work to the highest quality standards at all times, adhering to all quality systems and legal regulations in place. * Should work on own initiative and in conjunction with the Section Leader to prioritise tasks. * Should operate in a safe and correct manner at all times. Should also ensure the area of work is a safe place to work within at all times for yourself and others. PPE will be provided and it is your responsibility to ensure that you wear the correct PPE. * Should adopt and enforce good housekeeping and hygiene practices at all times. * Should possess the correct competencies, at the correct level relevant to the job function as detailed in the competency matrix i.e. Wrapping, Divider, De-Panner etc. * Should proactively and continually strive to improve the production process and working environment. * Should be professional at all times and possess the values and behaviours adopted by the company. * Should proactively work within multi-disciplined teams in order to achieve agreed objectives. * Should have a good understanding of the production processes and business objectives. | | | |
| QUALIFICATIONS, EXPERIENCE, TECHNICAL SKILLS / KNOWLEDGE | | | |
| **Essential Skills / Experience:**   * Experience of working in a food manufacturing environment. * Able to follow written and verbal instructions * Excellent attention to detail * Positive, flexible attitude | | | |