

SAMWORTH BROTHERS

Meals

ROLE PROFILE

Job title	Process Technologist	Date	23/03/2026
Business	Saladworks – Samworth Brothers Meals		
Department	Process Development – Technical		
Location	Oak Spinney Park, Ratby Lane, Leicester		

THE OPPORTUNITY

The Process Development Technologist will hold a joint responsibility for taking concept approved products through the development process and into full scale bakery launch, whilst adhering to the customer critical path in line with customer Codes of Practices and the Samworth Brothers Launch Process. The candidate will carry out trials to gather information for all aspects of a product launch including shelf life, nutritional data, ingredient declarations, quality contracts and food safety rationale as well all other contributing factors.

REPORTING STRUCTURE

Reports to	Senior Process Technologist
Direct & indirect reports	N/I
Key internal stakeholders	Production, Process, CI, Planning, Finance, Technical Services, QA, Commercial and Meals Environmental Manager
Key external stakeholders	Suppliers, Customers

KEY ACCOUNTABILITIES AND RESPONSIBILITIES

- Work as an integral member of the development team networking with other internal departments, suppliers and the customer as required.
- Play an active part within the team ensuring critical path deadlines are consistently worked too, managing them throughout the trialling process up to product launch and post launch review.
- Arrange and conduct bakery trials by liaising with the relevant areas ensuring that any existing and new raw materials and packaging are obtained, and the relevant paperwork and procedures are in place in advance of the trial.
- To ensure that accurate trial data is gathered which will build quality information for artwork generation. This data must also form good traceability and product folders.
- To ensure that all data gathered is to the legal guidelines set out by each customer and auditing bodies.
- Support bakery pre-production and product launches and assist the production team to ensure a smooth transition from concept to launch.
- Keeping up to date product specific documentation, organisation of samples for microbiological & chemical testing, customer samples and organoleptic testing in line with customer COP
- Completion of QAS and bakery trial specification documents ensuring they are completed within a timely manner.
- Organise quality trial product samples for both internal and external presentations.
- Arrange 1st Production panels to review all new product launches and familiarising the wider teams with product development projects.

QUALIFICATIONS, EXPERIENCE, SKILLS / KNOWLEDGE

- Working knowledge of Food Manufacturing practices, ideally FMCG
- Understanding of customer concept to launch protocols
- Collaborative team worker and able to work on own initiative
- Excellent written and verbal communication skills at all levels
- Self-motivated, enthusiastic and able to work well under pressure
- Good IT skills with experience of using MS Excel, Word, PP & Outlook
- Strong organisational and planning skills
- Flexible approach to working hours and business demands
- Understanding of HACCP application and considerations (including validation requirements)
- Thermal processing qualifications (desirable)
- Driving license (desirable)
- HND/BSc, preferably Food Science (desirable)
- Minimum of 12 months working experience within chilled food manufacturing, ideally within a process or NPD function (desirable)

COMPETENCIES FOR SUCCESS

Competency	Descriptors
Values People	Demonstrates the belief that people are our most important asset and central to the success of the organisation. Everybody should be treated with dignity and respect at all times
Customer Service	Demonstrates the understanding that the satisfaction of our internal and external customers is the foundation of our success.
Collaborative Team Working	The willingness to act as part of a team and work towards achieving shared objectives through adopting best practice in line with PQP and Federalism
Flexibility & Adaptability	The ability to change and adapt your behaviour or work procedures when there is a change in the work environment, for example as a result of changing customer needs.
Initiative & Taking Ownership	Steps up to take on personal responsibility and accountability for tasks and actions in line with PQP and Federalism
Drive for Excellence	Knows the most effective and efficient processes for getting things done, with a focus on continuous improvement.
Resource Management	Effectively manages resources and cost drivers to achieve sustainable productivity and profitability.
Technical Expertise	Has the skills, knowledge and experience required to excel in own area of specialism and the willingness to further grow and develop.
Self-Management	Uses a combination of feedback and reflection to gain insight into personal strengths and weaknesses, so that own time, priorities and resources can be managed to achieve goals.