

|  |
| --- |
| **ROLE PROFILE**  |
| Job title | Sausage packing & despatch Operative – Grade 4 | Date |  |
| Business | Walkers Deli & Sausage Co. |
| Department | Sausage Packing & Despatch |
| Working Hours |  Monday to Friday 05:45am to 13:45 |
| Location | Walkers Deli & Sausage Co. 78-88 Cobden Street, Leicester, LE1 2LB |
| **ROLE SUMMARY**  |
| A Sausage packing has responsibility for carrying out several manual and non-manual related tasks in the Walkers Deli & Sauage Co environment.The Sausage packing is required to work as part of a team and always follow company safety rules. The Sausage packing operative is accountable for quality, efficiency, and the standards of Sausage Packing in all tasks or duties required to be carried out. |
|  |
| Reports to | Despatch Team Leader |
| Direct & indirect reports | N/A |
| Key internal stakeholders | Members of staff and agency works  |
| Key external stakeholders | External customers e.g. TESCO |
| KEY ACCOUNTABILITIES AND RESPONSIBILITIES  |
| * Monitor own quality standards, ensuring that products are within specification and meets required standards.
* Regular Lifting / pushing / pulling, loading, scanning
* Daily use of machinery Scissor lift, wrapping machine, Packing belts, pallet trucks, trolleys and Automated palletiser.
* Repetitive Movements including regular lifting, pushing & pulling tasks.
* Adhere to strict hygiene standards.
* Working in a in a fast-paced Sausage Dispatch environment
* always Work safely and adhere to company health and safety standards.
* Help develop and promote a health and safety culture.
* Operate RDT scanners
* Report any near miss incidents and accidents
* Support Management Risk Assessments
* Ensure Standard Operating Procedures (SOPs) are correctly followed.
* Follow product specifications if applicable
 |
| **QUALIFICATIONS, EXPERIENCE, TECHNICAL SKILLS / KNOWLEDGE** |
| * Flexible Approach to working patterns and able to react to production changes.
* Self – motivated and capable of working on own initiative, with the ability to make decisions.
* Reliable and conscientious
* Effective operation & basic checks of material handling equipment
* Experience of working within a manufacturing, Dispatch, or factory environment. Previous experience of working within the food industry is desirable although full training will be provided.
* Capable of working as part of a team.
* Knowledge of basic English language
* Quality minded with a high degree of accuracy, and able to work under pressure.
* A thorough and methodical approach to tasks
 |
| **CORE COMPETENCIES, ATTRIBUTES & BEHAVIOURS FOR SUCCESS** |
| **Competency** | **Descriptors** |
| Value 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 Focus | 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 own behaviour or work procedures when there is a change in 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. |
| People Management | The ability to understand people and their motivations, build good relationships with them and help them unlock their potential |
| Empowering Others | Creates an environment where people feel required and enabled to take ownership and responsibility. |
| Coaching for Performance | The ability to help others achieve more through two-way feedback, clear direction and enabling. |
| Analysis & Planning | The ability to take a range of information, think things through logically and prioritise work to meet commitments aligned with organisational goals. |
| Drive for Excellence | Knows the most effective and efficient processes for getting things done, with a focus on continuous improvement. |