



Lead Operator

job description

the finer details

Which site am I based at?

Which team am I a part of?

Who do I report to?

Who do I look after?

Team size?

Do you have responsibility for a budget?

qualifications & experience

Essential:

- Good team working skills
- Able to undertake manual tasks
- Attention to Detail

the purpose of your role

As a lead member of the team you will be supporting the production or supply chain team on the site you are based in the planning, coordination and optimisation of all resources in a defined area of work. You will be the go-to person in the team for support, using your coordination skills you will ensure operational activities are completed and the highest standards of safety, product quality and service levels are delivered to enable the whole team to deliver our fantastic products to our customers.

Working with the teams in an area and the wider site team, you will ensure that the team are able to work productively and effectively. Through the coordination of resources across multiple assets and completing performance improvement meetings on the lines, you will ensure optimal utilisation of our assets and the optimal use of raw materials.

Your responsibilities:

- Demonstrate a commitment to Health & Safety by working in a safe manner, role modelling our safety behaviours, challenging unsafe practices, rectifying unsafe conditions and escalating to other team members when support is needed.
- Leads the active involvement of the teams in all Health & Safety aspects of their work to support the ongoing improvement to safety practices. Escalate any food safety breach or quality issue and ensure that any product below our standards is identified and held and the issues are escalated appropriately, resolved and released.
- Active involvement, commitment and governance of the quality management system, making sure all relevant controls and procedures are completed effectively to validate food safety controls and the products we make exceed customer and consumer expectations.
- Understands, leads and maintains good manufacturing practices and company standards of hygiene, PPE, and dress code. Role models a 'Clean as You Go' approach, leading workplace organisation and visual management standards with the team.
- With support from and working with the Technical team, understand audit non conformances and consumer complaints and work together to manage communications with the team, putting in place actions to prevent reoccurrence.
- Leads the facilitation of Short Interval Control Reviews, establishing actions and owners for the ongoing improvements and coordination of task and resource to optimise the operation.

TOGETHER



AMBITIOUS



DISTINCTIVE



TRUSTED



- Effective Communication
- Relevant work experience as a machine Operator in a production environment

Desirable:

- Basic food hygiene
- Knowledge of HACCP
- FMCG experience
- Analyses and interprets asset performance to establish areas of opportunity and initiates the necessary support to drive improvements to performance and raw material yields.
- Active involvements in changeover optimisation with the team, identifying areas of opportunity and resource coordination that improve asset utilisation.
- Communicates and shares performance data and ensures team awareness and connection of how their role contributes to the success of the shift, site and business.
- Maintains the accurate and timely recording of downtime and raw material usage across the area in support of focused improvement initiatives.
- Undertake basic fault finding and rectification on equipment and actively support the identification of root cause when escalating to the wider support team when required.
- Ensuring all equipment is properly cared for through the layered validation of the cleaning tasks and the compliance to the schedule.
- Train and validate understanding to the highest standard, coaching and mentoring others to build capability.
- Collate, suggest, initiate and implement improvement activities within own team and outside of team across all shifts
- Work across the team and effective handovers to understand common challenges and opportunities seeking to identify where investigations may help most.
- Energises the team and demonstrates a consistently enthusiastic approach, taking action quickly and encouraging others to do the same.

What good looks like for this role

Quality & Customer Focus

Sets the Food Safety standards within their teams, understands the quality management process and controls, ensuring all measures are completed and documented as required. Provides tools, coaching and guidance to effectively manage quality and validate quality standards.

Attention to detail and accurate communication

Effectively organises multiple activities and considers how those activities relate to others, visualising the steps needed to achieve goal. Actively listens and shares information and ideas, engaging, listening and responding to others views in a way that supports understanding.

Results focused

Thrives on being part of a team that are focused on achieving success and contributes by ensuring actions are assigned to the most appropriate individuals.



Demonstrates a consistently energetic approach, taking action quickly and encouraging others to do the same.

Working at Pace

Demonstrates enthusiasm and encourages others to complete work quickly, gaining satisfaction from team achievement. Remains positive and focused on completion whilst working with energy and pace.

Works as part of a team

Understands the performance measures in area of work, and how personal contribution supports in the creation of improvement plans. Works with the team to assess and consider before experimenting with new ways of working

Fault Finding

Able to diagnose cause and undertake repairs where suitable skills and knowledge exists, escalates for support as appropriate.