**Role Description & Person Profile**

|  |  |
| --- | --- |
| **Job Title** | **Weekend Warehouse Operative** Fridays, Saturdays & Sundays 6am to 6pm30 minutes paid break & 30 minutes unpaid break£27,378 to £30,422Annual bonus of up to 5% |
| **Reports to** | Production Supervisor |
| **Business** | Premier Nutrition |
| **Location** | Fradley Park, Lichfield |
| **Direct & Indirect Reports** | No reports |
| **Budget Responsibility** | None  |

|  |  |
| --- | --- |
| **Role Overview**Impact Statement  | Ensuring the efficient handling, storage and dispatch of products whilst supporting the production team to prepare products in a safe working environment. Ensuring quality is met to the highest standard and customers’ expectations are fully met. This role will also support operations and planning activities as and when required.  |
| **Key Responsibilities** | * Receive and inspect incoming goods for accuracy and quality.
* Unload deliveries and organise stock in designated areas.
* Record and report discrepancies or damages in stock received.
* Accurately pick orders for dispatch
* Conduct regular stock checks.
* Operate equipment such as forklifts, pallet jacks or hand trucks (if / when certified)

**Feed Safety:*** To understand the impact of processes and actions on Feed Safety
* Champion the company’s Feed Safety responsibilities and quality aspirations
* To carry out tasks and procedures as trained
* **Weighing of ingredients.**

Preparing accurately weighed ingredients for addition into individual batches at one of several weigh stations in the factories. Ingredients are delivered in bags and boxes and must be batch tracked and weighed accurately with an attention to detail to ensure product integrity.* **Carrying packaging.**

Batches of premix contain several ingredients including whole and part bags (weighed). Individual ingredients are selected and added onto a pallet for tipping into a mixer bin before been mixed and packed. * **Adding ingredients into batch.**

The pre weighed ingredients and whole bags must be discharged into the mixer bin via the hand tips, along with bulk addition that is semi-automated and controlled from the station. * **Packing products.**

After the ingredients are added into the mixer bin and mixed, they are delivered to the packing stations where the contents are decanted into a weigh scale where the pack size is weighed into a bag. The bag is closed and stitched before being stacked on a pallet.* Work co-operatively with colleagues to ensure standard operating procedures are followed and production goals are met.
* Operating production line equipment
* Reporting equipment faults to maintenance staff
* Monitoring the production process and carrying out basic testing and quality checks
* Cleaning and maintaining work areas and machinery.
* Participate in safety training and stay updated on workplace safety guidelines.
* Use Personal Protective equipment (PPE) as required.
 |
| **Key Stakeholders** | * Planning Team
* Quality Team
 |
| **Other Factors**Travel, shift pattern, working hours, Licence type etc. | This role will involve working a set shift pattern of Friday, Saturday, and Sunday between the hours of 6am and 6pm. A 30-minute unpaid lunch break and a 30-minute paid break. Must be prepared to work occasional overtime as the business requires and stagger holidays along with other members of the Production/Operations Team.  |

**Person Profile**

|  |
| --- |
| **Required experience, qualifications, and necessary knowledge**  |
| **Essential** | **Desirable** |
| * Experience in a manufacturing or warehouse environment.
* Experience of adhering to workplace safety regulations
* Experience wearing appropriate personal protective equipment (PPE)
* Attention to detail.
* Familiarity with warehouse equipment and safety standards
* Forklift License
 |  |

|  |  |
| --- | --- |
| **Key Behaviours** | * Adhering to workplace safety regulations
* Operating machinery and equipment with precision
* Punctual and reliable
* Ability to follow instructions.
* Eye for detail and conscientious
* Good communication skills
* Team player
* Willingness to learn.
* Ability to concentrate while doing repetitive tasks.
 |
| **AB Agri High Performance Framework** | Our high-performance framework is a set of guiding behaviours which have been created with people from across our businesses to enable great performance across the organisation. The focus is on what you can do to demonstrate high performance in your role, as well as the behavioural inputs to assist you getting there. * Pioneering – Curious, spirited, and bold. We lead the right way.
* Excellence – We seek excellence in all that we do.
* Growth – We create ways for our people and customers to thrive. That’s how we keep making a difference.
 |