

## Role Description & Person Profile

Role	
<b>Job title</b>	Utility Operator
<b>Division</b>	Supply Chain
<b>Department</b>	Production
<b>Location</b>	ABN Fridaythorpe
<b>Team Structure</b> Reports to, direct reports, etc.	Reporting to the site Operations Management Line Manager: Production Manager

Description	
<p><b>Impact Statement</b> The contribution of the role to achieving the overall business objective. Span of impact. Main purpose, focus of the role.</p>	<p>The role of Utility Operator is to provide cover for production related jobs to enhance site flexibility in times of staff annual leave, absence and during extended hours of operation.</p> <p>The Utility Operator shall provide additional Maintenance and Hygiene support/assistance when there is no requirement to cover other jobs.</p> <p>The individual must be of a very flexible nature and be willing to be called upon at short notice to cover any job that they are trained to do in order to meet the needs of the site and business.</p> <p>The individual must possess excellent Team working skills and be able to assist others in their roles.</p>
<p><b>Role Objectives</b> The key responsibilities and key accountabilities of role.</p>	<p><b>Health &amp; Safety</b></p> <ul style="list-style-type: none"> <li>Adhere to all site and company Health and Safety regulations. To be familiar with the requirements and implications of the Health and Safety at Work Act.</li> </ul> <p><b>Blending &amp; Press Operation:</b></p> <p>Press &amp; Blending Control:</p> <ul style="list-style-type: none"> <li>Using Process Control &amp; Production queue in Datastor</li> <li>Log production</li> <li>Record Downtime and identify reasons</li> </ul> <p>Achieve Production Plan:</p> <ul style="list-style-type: none"> <li>Maximise throughput whilst maintaining physical quality</li> <li>Roller adjustment as required</li> </ul> <p><b>Quality Control:</b></p> <p>Durability Testing:</p> <ul style="list-style-type: none"> <li>Use of Holmen tester. Record all results &amp; report any</li> </ul>

	<p>product results outside limits</p> <p>Physical Quality Inspection:</p> <ul style="list-style-type: none"> <li>• Check each process run for whole grain/colour/dust/fat coating and report issues to management/maintenance</li> <li>• Compare to type samples</li> </ul> <p>FP Bins Quantity Checks:</p> <ul style="list-style-type: none"> <li>• Check bins physically to ensure bins are empty and record before different product is routed to the bins</li> </ul> <p><b>Hygiene Housekeeping:</b> All area's including floors walls machinery &amp; any other equipment</p> <ul style="list-style-type: none"> <li>• Vacuuming, Scraping, Washing &amp; Painting</li> </ul> <p><b>Outload Operation</b></p> <ul style="list-style-type: none"> <li>• Load Lorries as required &amp; Print and Issue drivers with relevant documentation</li> <li>• Shunt &amp; load lorries at night as required</li> <li>• Ensure all spillages are cleaned up in a timely fashion</li> <li>• Collect samples to be posted from outload</li> </ul> <p><b>Raw Material Intake</b></p> <ul style="list-style-type: none"> <li>• Weigh lorries in/out and sample &amp; test as required</li> <li>• Allocate vehicle to bin destination</li> <li>• Collect samples to be posted from intake</li> <li>• Update commercial system with relevant information</li> <li>• Check empty raw material bins before using for alternate material.</li> <li>• Daily check wheat grist by performing sieve test and report results to CI Manager</li> <li>• Ensure intake areas are cleaned and maintained to high hygienic standard</li> </ul> <p><b>Dispensary Operation</b> Preparation of Additives:</p> <ul style="list-style-type: none"> <li>• Operate Microweigh system. Record all batch numbers where applicable</li> </ul> <p>Stock Replenishment &amp; Rotation:</p> <ul style="list-style-type: none"> <li>• Fill up the carousel as required</li> <li>• Conduct strict stock rotation by ensuring oldest stock used first</li> <li>• Unload bag lorries, operate fork lift truck.</li> <li>• Ensure dispensary and carousel areas are cleaned and maintained to high hygienic standard</li> </ul> <p><b>Other Duties:</b> Any Reasonable request:</p> <ul style="list-style-type: none"> <li>• Perform any other reasonable request which may include cover for nightshifts and holidays etc.</li> </ul>
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Person Profile		Essential or Desirable
<p><b>Knowledge &amp; Skills</b> Consider number of years' experience, any formal qualifications genuinely necessary or any key areas of knowledge.</p>	<ul style="list-style-type: none"> <li>• Feed milling Operations</li> <li>• Process Control Operation</li> <li>• IT Skills</li> <li>• Basic mill maintenance knowledge &amp; skills</li> <li>• Fork Lift Truck Licence</li> <li>• Quality Assurance Skills</li> </ul>	<p>E E E D E D</p>
<p><b>Key Behaviours</b> Consider which of our Guiding Principles are particularly relevant and also any role specific behaviours.</p>	<ul style="list-style-type: none"> <li>• Team worker</li> <li>• Flexible</li> <li>• Leadership &amp; coaching</li> </ul>	<p>E E D</p>