**Role Description & Person Profile**

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| **Role** |  |
| **Job title** | Lab Technician |
| **Division** | Alternative Swine Nutrition S.L. |
| **Department** | Quality Department – Technical Department |
| **Location** | Fraga (Spain) |
| **Team Structure**  Reports to, direct reports, etc**.** | Reports to: Quality Manager, ASN.  No direct reports. |

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| **Description** |  |
| **Impact Statement** The contribution of the role to achieving the overall business objective. Span of impact.  Main purpose, focus of the role. | To proactively support and participate in the quality function within ASN. The aim being to provide excellence in nutritional and other quality indicators to ensure that ASN’s requirements and customers’ needs are met. |
| **Role Objectives**  The key responsibilities and key accountabilities of role. (5 to 10 areas) | Weighbridge operations for incoming bulk lorries of raw materials, sampling, analysis and release of raw materials.  Taking samples of bagged raw materials and carrying out analyses.  Collaboration in compliance with GMP+ standards.  Participation in cross-contamination and homogeneity analyses.  Review of stocks.  Maintenance of equipment and updates.  On-site analysis and preparation of samples for external analysis of raw material, finished products and in-process products in accordance with the quality programme schedule, and when requested by technical team, commercial team or customers.  Reporting and following up of out of specification results in a timely manner.  Collaboration with Quality Manager to collate data and provide comprehensive quality information back to technical and purchasing department on raw material and finished product performance.  Supporting the Quality Team to achieve results, to meet all team and business objectives.  Attendance to team and business meetings as necessary.  Circulation of Certificates of Analysis as required by customers. |
| **Key Stakeholders**  What are the challenges of the relationships, communication strategies required, etc | Technical Team  Operations Team  Purchasing Team  Management Team  Customer Services |
| **Scope**  Depth, breath of knowledge application, ability to innovate, complexity of tasks, budgetary responsibility. | This role requires a capacity to, process and interpret numerical data, **identify and action trends.**  Work with business software systems.  The ideal candidate must have the ability to grasp allocated tasks quickly work on their own initiative and support the quality, technical and operations teams as required.   The ability to prioritise and distil information, will be essential and where applicable translate this to a commercial value proposition and communicate this internally and externally.  Good interpersonal skills with internal and external customers will be essential. |

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| **Person Profile** |  | **Essential or**  **Desirable** |
| **Knowledge** Consider number of years’ experience, any formal qualifications genuinely necessary or any key areas of knowledge. | * Ideally, a minimum of 2 years relevant food/laboratory/ agriculture experience. * Educated to a Certificate of Higher Education or equivalent, preferably in lab or science related subjects * High level of experience of using Microsoft Office * Medium English language skills. | E  E  D  D |
| **Key Behaviours**  Consider which of our Guiding Principles are particularly relevant and also any role specific behaviours. | * Excellent communication skills – ability to deal with people at all levels, internally and externally, with the credibility to make a significant impact within the business. * Ability to work on own initiative but equally happy working in a small team. * Attention to detail and strength of character to challenge the status quo. * Must perform well as part of a multi-functional team. * Good organisational skills * Proactive attitude in the development of new skills or departmental improvements | E  E  E  E  E  E |
| **Other Factors**  Travel, shiftworking, HGV Licence, etc. | Valid EU driving licence required | E |