

## Role Description & Person Profile

<b>Role</b>	
<b>Job title</b>	Production Team Leader
<b>Division</b>	AB Connect Mono
<b>Department</b>	Supply Chain Operations
<b>Team Structure</b> Reports to, direct reports, etc.	Reporting to Production Manager Direct Reports : <ul style="list-style-type: none"> <li>• Mill Operators</li> <li>• Mill Utility Operators</li> </ul>

<b>Description</b>	
<b>Impact Statement</b> The contribution of the role to achieving the overall business objective. Span of impact. Main purpose, focus of the role.	To lead the mill production team in the effective operation of plant, equipment and processes from raw material intake to outloading Ensure feed safety, maximise process efficiency, provide service, feed consistency and a safe working environment on a best cost framework.
<b>Role Objectives</b> The key responsibilities and key accountabilities of role. (5 to 10 areas)	<ul style="list-style-type: none"> <li>• Monitor production process to ensure optimum throughput</li> <li>• Supervise daily operation to ensure all tasks are being conducted according to site/Company procedures</li> <li>• Ensure that the achievement of food safety is always a priority</li> <li>• Performance management all shift staff on a daily basis</li> <li>• Identify and allocate tasks to staff throughout shift as required</li> <li>• Support the continuous Improvement programme and encourage a culture of engagement across the team</li> <li>• Communicate with other functions to ensure customer expectations are met</li> <li>• Identify plant problems/issues as they arise and liaise with the Maintenance Team to ensure prompt resolution</li> <li>• Adhere to all site and company Health and Safety regulations.</li> <li>• Assist in completion of stock takes and assist in the investigation of variances</li> <li>• Through leadership of the mill team, maintain mill hygiene standards in accordance with issued schedules. Meet the requirements of internal and external audits.</li> <li>• Support maintenance of HACCP systems to Company requirements.</li> </ul> <p><b>Measures</b></p> <ul style="list-style-type: none"> <li>• KPIs, budgets, costs and performance assessments for mill.</li> <li>• Internal employee survey scores.</li> <li>• Health &amp; Safety audit scores and accident statistics</li> <li>• Continuous improvement assessment (PDP).</li> <li>• Monthly QA results for feed analysis.</li> <li>• Internal Quality Audit scores and external reports</li> <li>• Customer complaints</li> </ul>

<p><b>Key Stakeholders</b> What are the challenges of the relationships, communication strategies required, etc</p>	<ul style="list-style-type: none"> <li>• <b>Operations Manager/ Production Manager/ Operations Support Manager</b>– Routine progress updates, awareness of issues and resolutions, communicate on performance progress (reliability, cost, energy efficiency).</li> <li>• <b>Regional E,H&amp;S</b> – Update on action status from Audits, communication of identified issues.</li> <li>• <b>Regional Quality</b> - Update on action status from Audits, communication of identified issues.</li> <li>• <b>Regional HR</b> – Comms on training, people performance.</li> <li>• <b>Customer Service Team</b> - progress against plan, possible delays</li> <li>• <b>Direct Reports</b>– Comms business strategy , personal feedback , daily tasks , objectives , site progress against objectives and KPIs</li> </ul>
<p><b>Scope</b> Depth, breadth of knowledge application, ability to innovate, complexity of tasks, budgetary responsibility.</p>	<ul style="list-style-type: none"> <li>• Leadership and Ownership of the Mill Production teams</li> <li>• Legislative responsibility (E,H&amp;S)</li> <li>• Accountability and ownership of site production budget</li> <li>• Full Leadership of all direct and indirect reports</li> <li>• Personal Accountability to Continued Professional and Personal Development</li> </ul>

Person Profile		Essential or Desirable
<p><b>Knowledge</b> Consider experience, any formal qualifications genuinely necessary or any key areas of knowledge.</p>	<ul style="list-style-type: none"> <li>• Familiarity with Process Control computer systems</li> <li>• Experience in a supervisory or people management role</li> <li>• H&amp;S responsibilities</li> <li>• Good training skills</li> <li>• Organisation/prioritisation skills</li> <li>• Problem solving</li> <li>• Communications to groups and all levels in business</li> <li>• Basic maintenance skills</li> <li>• Lean management / CI experience</li> <li>• Basic Excel</li> <li>• Performance management</li> </ul>	<p>E E E E E E E E D D E</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>• Responds positively to changing business priorities</li> <li>• Keeps their head whilst others lose theirs.</li> <li>• Applies discretion; communicates to the right people about the right things</li> <li>• Innovative</li> <li>• Resilient</li> <li>• Champions change and overcome employees' objections</li> <li>• Recognises when to persist and when to change course</li> </ul>	<p>E E E E E E E</p>
<p><b>Other Factors</b> Travel, shiftworking, HGV Licence, etc.</p>	<ul style="list-style-type: none"> <li>• Hours to do the role, which will vary according to business priorities</li> <li>• Role is predominately a production related activity.</li> </ul>	<p>E E</p>