**Job Description**

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| **Role** | |
| **Job Title:** | Formulation Manager |
| **Division:** | AB Neo Poland |
| **Department:** | Technical |
| **Location:** | Smigel, Poland |
| **Role Type:**  Permanent, FTC etc | Permanent |
| **Team Structure:**  Reports to, Direct & Indirect Reports | Reports to Technology Application Manager Poland |

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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. | This role is responsible for all the technical actions related to the Spanish raw materials and finished products. The goal is to provide technical excellence and compliance with legislative and nutritional requirements through the management of formulation, in line with AB Neo's role as a leading company in nutrition and innovation.  This role will work in conjunction with Customer Service, Sales, Quality, R&D, Procurement and Production teams. |
| **Feed Safety** |  |
| **Key Responsibilities:**  The key objectives and accountabilities of the role. (5 to 10 areas) | * **Formulation & Technical Support:**   + Maintaining and updating the nutritional specifications in the formulation system.   + Generating and revising formulas, including reformulations and NIR curve adjustments.   + Supporting local R&D creating trials’ protocols and formulations evaluating final data results.   + Providing technical documentation: datasheets, labels, and safety sheets.   + Ensure all technical documents are nutritionally and legally correct.   + Collaboration in innovation projects and technical meetings of AB Neo where appropriate.   + Continuous technical improvement through management and implementation of business & technical projects (including carbon foot printing, labelling system, formulation system etc).   + Meet with suppliers and evaluate new products, concepts and additives. * **Procurement Department Support:**   + Internal pricing meetings and preparation of price proposals.   + Updating cereal and premix cost lists, generating monthly transfer pricing documents.   + Sending costing reports to internal stakeholders.   + Generating and updating customer-specific price lists.   + Prepare and manage formulas and tariffs for multiple clients. * **Factory & Manufacturing Support:**   + Active review of factory dosing systems and support of process improvements.   + Continuous collaboration with the production team for formulation changes, urgent needs, and production issues.   + Manage obsolete materials and ensure stock continuity. * **Laboratory, Quality and Regulatory Department Support:**   + Participating in Quality meetings: Updating RM matrix according to the analytical values.   + Creating Excel tools for traceability and expire management.   + Monthly BRILL (Formulation Software) value generation for RM and finished products.   + Supporting export registrations.   + Maintain expiration tracking system for export products (Export). * **Customer Service & Sales Team Support:**   + Technical support for sales people.   + Creating new product codes.   + Supporting commercial trials. * **Others:**   + Weekly on-site support at application farms.   + Operational support for the technical manager.   + Preparation and supervision of feeding trials and related documentation. |
| **KPI’s** |  |
| **Key Stakeholders**  What are the challenges of the relationships, communication strategies required etc | Customer Service, Quality, Sales, Production, Procurement, R&D. |
| **Scope**  Depth, Breadth of knowledge application, ability to innovate, complexity of tasks, budgetary responsibility | This position requires an ability to quickly gain a good understanding of monogastric nutrition, process and interpret numerical data, understand, and compute software interfaces, the ability to grasp assigned tasks quickly.  The ability to prioritize and extract information, time, and resources will be essential and, where appropriate, will translate into a business value proposition and communicate internally and externally.  Good interpersonal skills with internal and external clients will be essential. |

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| **Person Specification** |  | **Essential / Desirable** |
| **Knowledge:**  formal qualifications genuinely necessary or any key areas of knowledge. | Animal science background (nutrition, veterinary…)  Experience with formulation softwares  Excel advance | E  D  E |
| **Key Behaviours:**  Consider which of our values and behaviours are particularly relevant and also any role specific behaviours | Self-motivated, pro-active attitude  Organisation  Attention to detail | E  E  E |
| **Other factors:**  Travel, Shift Working, HGV Licence etc | Travel to other sites |  |
| **Date Agreed:** |  | |
| **Authorised by:** |  | |