



## Job Title: Production Operative

<p><b>Role Objectives:</b> To work as part of a team to support the assembly of food products in a food production line environment.</p> <p><b>Responsible to:</b> Team Leader</p> <p><b>Responsible for:</b> Nil Staff</p> <p><b>Location:</b> Bodmin</p>	<p><b>Key Attributes:</b></p> <ul style="list-style-type: none"><li>• Experience in a food manufacturing environment</li><li>• Completion of Food Safety and Health and Safety training</li><li>• Signed off on all core skill areas at 2 or 3 in 1 department</li><li>• Demonstrates behaviours that support the Company values – Quality, Passion, Customer First, Honest, Friendly</li><li>• Hard working</li><li>• Reliable</li><li>• Diligent</li></ul>
<p><b>Key Activities:</b></p> <ul style="list-style-type: none"><li>• To carry out production tasks as directed by the Team Leader.</li><li>• To ensure complete compliance to prescribed quality management systems and best practice processes (including the 'clean as you go' policy).</li><li>• To maintain a high level of personal hygiene standards.</li><li>• To ensure continuous production is maintained where possible and set targets are met.</li><li>• To operate machinery and equipment (subject to training) in a safe manner.</li><li>• To participate in the set-up, maintenance and shut down of production lines and procedures.</li><li>• To report issues that may arise within the production line/area.</li><li>• To contribute towards continuous improvement activities.</li><li>• As requested, to undertake projects or activities not specifically outlined.</li></ul>	<p><b>General Responsibilities:</b></p> <ul style="list-style-type: none"><li>• To have an awareness and understanding of the business values and objectives and to actively and positively contribute to the review process.</li><li>• To behave with a high degree of professional integrity at all times.</li><li>• To work at all times in accordance with the Company's Dignity and Diversity policy.</li><li>• To understand and demonstrate your own responsibility for Health and Safety at Work (Act 1974) and be familiar with the Company policy, rules and regulations in the regard.</li><li>• To understand and demonstrate your own responsibility with regards Environmental Awareness and to be familiar with the Company policy, rules and regulations in the regard.</li><li>• To understand and demonstrate your own responsibility for Food Safety and be familiar with the Company policy, rules and regulations in the regard.</li><li>• To support in developing new members of staff where appropriate.</li></ul>

**Name of Post Holder:**

**Signature of Post Holder:**

**Date:**