

QMJ029

Job title: Food Production Machine Operator

Core information

Location: Milk Processing Unit, The Waitrose and Partners Farm, Leckford, Stockbridge, SO20 6DD.	Profession: Food Processing
Reports to: Food Processing and Leisure Operations Manager	
People Management: No ▾ Assignment Management: No ▾	
Partnership I: Partnership level 9	Manager's Partnership level: Partnership level 6
Number of direct reports: None	Partnership level(s) of direct reports: None ▾

About the John Lewis Partnership

The Partnership is the UK's largest employee-owned business and home to our two well-loved retail brands - John Lewis & Partners and Waitrose & Partners, as well as expanding into new areas beyond retail.

We aren't an ordinary business though. The Partnership is different because everyone who works here isn't just an employee. We are Partners, with a shared responsibility for our success, and we share the rewards when we're successful.

Everything we do is powered by our unique purpose: "**Working in Partnership for a happier world**". Our Purpose inspires our principles, drives our decisions and acts as our guide so that everything we do contributes to Happier People, Happier Business and a Happier World.

Critical purpose of the role

The Machine Operator, Processing & Packing, is a member of a small dedicated team of Partners responsible for processing and bottling over 6 million litres of milk per year for delivery direct to Waitrose distribution centres. You will fulfil a role in all operations throughout the Processing Dairy to the highest standards of hygiene, safety and efficiency so as to ensure the supply of the highest quality milk that fully meets the specifications both legal and those agreed with VWR Technology and Milk Buying. Demonstrate excellence throughout the business.

Primary Outcomes & Accountabilities

- Correct operation of pasteurisation and separation equipment
- Intake of raw materials and processing correct

Measures of success

- Swab testing results
- Customer complaint data
- H&S KPI
- Management daily sign-off

volumes of milk (Lab testing for intake and positive release of finished milk)

- Operate filling and packing equipment in a safe, hygienic and efficient manner
- Ensure cleaning procedures are followed effectively and hygienically
- Record all required information in an appropriate and accurate manner
- Manage the cold store ensuring product rotation, labelling, wrapping and pallet stacking or trolley loading is undertaken to required standards
- Assist in the cleaning and other activities within the yard and building as required
- Ensure working area is maintained to hygienic, tidy and safe standards
- Adherence to the Dairy's operating procedures and industry best practice, so that the required quality and hygiene standards are achieved (as specified by legal and WR Food Technology specifications)
- Dispatch, safe loading and unloading of vehicles
- Ensuring that the health and safety of all Partners and non-Partners (including suppliers, contractors and visitors) are maintained through a proactive approach utilising appropriate procedures and safe working practices
- Carry out tasks efficiently minimising wastage of resources
- Contributing to the development of the Dairy to optimise performance and embrace to promote change and continuous improvement
- Responsible for the site security and onsite safety when on duty and in any absence of the Manager. Opening and closing down the site in line with operational procedures
- Working flexibility across the wider estate in the interest of commercial success – One team ethos

- GMP auditing
- Wastage reports
- Factory KPI
- Site monitoring
- Shelf life data
- Communication and project meetings
- Factory accreditations

Skills

- **Literacy**
- **Organisation**
- **Process driven**
- **Cleanliness when working**

Six capabilities for recruitment

- Customer & Performance Focus
- Empowered Partner
- Planning & Delivering Excellence
- Agility & Resilience
- Unlocking Potential
- Collaborating & Supporting

Qualifications & Experience (where applicable)

Essential

- Food Hygiene experience

Desirable

- FLT certificate
- Experience in machine operation (filling or Processing)

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003	Daniel Robinson	27/07/2024