

Role: First Line Manager	Location: Scunthorpe UKP	Grade: Pro/Tech
Department: Cutting	Line Manager: Shift Manager	Direct Reports: Yes
<p>Job Purpose: The FLM will lead, manage and coach a team to achieve the business unit targets. Working towards achievements of objectives through a method of continuous improvement. The FLM will encourage development of individuals and teams through leading by example. Lead and facilitate individuals and teams to deliver optimal levels of performance on cost, resource and service requirements. You will actively encourage individuals and teams to challenge and improve Good manufacturing practices and processes to meet targets while maintaining excellent levels of health and safety. To follow procedures and required practices to ensure that we produce products of the highest quality, food safety and food integrity.</p>		
<p>Facts and Figures: Personal accountability for approx. 60 colleagues taking full accountability for managing all aspects of conduct, absence and performance. Achieve specific Shift / Area KPI's as detailed within accountabilities below.</p>		
Accountabilities	Behaviours	Knowledge, skills, experience
<ul style="list-style-type: none"> Review, develop and manage your team in order to ensure that they maintain acceptable levels/standards of performance, attendance and conduct. To ensure that the site is legally & contractually compliant in all areas and to actively promote hygiene & health & safety, immediately halting any un-safe working practice & taking appropriate action to remedy. Be fully competent at Accident Investigations, identifying root cause and issuing preventative next steps and ensuring that incidents are investigated in a timely manner and to the required standard Carries out Risk Assessments in area of accountability, implementing required SSW's / SOPs, and driving required corrective actions Maintain a Health and Safety Tool Kit which will help you/2SFG comply with your/our H&S duties by auditing the processors that are carried out within your area Organising area/ line operations to ensure best practice to fulfill both quality & efficiency Monitor the ongoing progress of the operation, liaising with fellow FLM's and other departments as necessary to alleviate problem areas. Ensure that all employees within your team are aware of their roles/accountabilities, that training is provided to meet these and that 2SFG employment & communication policies are complied with. 	<p>Accountability</p> <ul style="list-style-type: none"> It's taking responsibility; carrying the burden; being answerable; knowing the onus is on you; accepting the duty; agreeing it's your task; showing integrity; being conscientious. <p>Discipline</p> <ul style="list-style-type: none"> It's showing control; making preparations; following best practice; having direction; being methodical; taking time to plan; complying with regulations. <p>Agility</p> <ul style="list-style-type: none"> It's being responsive; working at speed; bringing energy; being decisive; making the right call; delegating to others; collaborating when needed <p>Respect</p> <ul style="list-style-type: none"> It's showing appreciation; treating with dignity; having courtesy; 	<ul style="list-style-type: none"> Great communicator Solid level of numeracy - able to calculate and report on performance and shift KPI's. Excellent track record of managing teams; building capability, addressing any issues effectively and in compliance with legislative and company policies and procedures. Ability to clearly communicate and build a strong and effective team. Self-motivated and highly resilient. Commit to completing IOSH Managing Safety, the 2SFG leadership programme and any other H&S training that may be required for you to fulfil your H&S duties Food Safety Level 3 Must be a confident decision maker and have the ability to challenge the status quo Ensures total legal compliance in all areas of H&S, Technical and people as well as living the organisations values and competencies. Commercially aware HACCP Continuous Improvement Mentality

2 Sisters Food Group Job Profile

<ul style="list-style-type: none"> Communicate, liaise and escalate issues with the Shift Manager/Factory Manager, colleagues and other departments where necessary. Ensure that the site achieves and maintains the targeted level of accreditation through customer/legal auditing processes. To monitor and complete all relevant documentation and databases as required e.g. Department KPI's, staff sheets, materials usage, customer orders, efficiency sheets etc. Although may be an expert in one particular area, has the ability to work cross functionally supporting other areas when necessary. Leads by example, is a role model for the line / area both in behaviors and standards Actively takes ownership & accountability of line / area Works toward achieving a fully rounded Balance Score Card approach achieving specific KPI's set by Business/Department The highest quality and food safety standards are embedded through the whole line, and standards of hygiene and good housekeeping appropriate to a quality food manufacturer are maintained. Ensure total compliance with all Animal Welfare/requirement regulations. Maintains great working relationships with key Stakeholders e.g.FSA, Auditors, Customer representatives Anything else required to complete your role successfully. 	<p>listening to other views; giving credit to others.</p> <p>Transparency</p> <ul style="list-style-type: none"> It's being very clear; being truthful; being straightforward; being trustworthy; showing sincerity; sharing thoughts and plans 	
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I have read and understand my roles and responsibilities as detailed within this job description.

Name.....

Signature.....

Date.....