



## HR119 – Dairy Operative

**Hours:** A minimum of 37.5 hours per week, 5 days over 7, working on a shift rota.

**Closing date:** Open until the vacancy is filled.

Established in 1938, Cotteswold Dairy is one of the UK's leading independent, family-owned dairies. We support local farmers and communities by delivering the freshest, finest quality products and first class customer service. Due to the company's family values and business ethos, we were delighted to be announced as the Family Business of the Year at the Food and Farming Business Awards 2015 at the House of Commons.

We are currently recruiting for hardworking and reliable Dairy Operatives who are able to work on a rota system due to the increase in production. The environment is physically demanding and fast paced; you will need to be able to work on busy production lines for a full shift however, full and comprehensive training will be provided. This is an ideal role for people looking for job security and career progression in an ever growing company within a fast paced food production environment.

**The Role:** Reporting to the team leaders/supervisor's

The main responsibilities and functions of this role include:

- *To operate various filling machines producing units of packed milk or cream*
- *When necessary, pack finished products on the end of the line ready to send through to distribution*
- *To ensure a high standard of quality is maintained throughout the production process, including making sure all poly bottles are packed in a good condition and all faulty products are removed*
- *To assist with the cleaning of all equipment and the work environment to maintain the highest standards of hygiene*
- *To be hands on in setting up and preparing machinery in accordance with company procedures*
- *To ensure team leaders and supervisors are made aware of any problems or errors and that appropriate action is taken immediately*
- *To ensure that work activities are carried out in a safe manner protecting both your own and your colleague's health and safety*
- *To report to a team leader or supervisor before leaving work at the end of your shift*
- *To work in a flexible and organised manner and be prepared to complete any other duties as reasonably requested by your team leader or supervisor.*

### The Requirements:

#### Essential:

- *Have an eye for detail to ensure accuracy and precision*
- *Possess a good level of numeracy skills*
- *Positive attitude possessing high levels of commitment and motivation*
- *Ability to work flexibility on varying shift patterns and work to tight deadlines*
- *A strong communicator able to work well in a team*
- *The ability to work on fast moving production lines.*

#### Desirable:

- *Experience of working in the dairy or similar food production sector*
- *Knowledge of food production and food hygiene and associated procedures*
- *Knowledge of HACCP and technical awareness.*

If you believe you fulfil the above criteria, please complete an application form (available at [www.cotteswold-dairy.co.uk](http://www.cotteswold-dairy.co.uk)) and send it, together with a covering letter, to the address below, detailing why you believe you are the best candidate for the role. Post your application to Hemu Wala – HR Assistant, Cotteswold Dairy Ltd, Dairy Way, Northway Lane, Tewkesbury, Glos. GL20 8JE. Alternatively, email it to [hr@cotteswold-dairy.co.uk](mailto:hr@cotteswold-dairy.co.uk)

