

Cotteswold Dairy



HR118 – Fridge Team Leader

Hours: Full-time, Permanent. A minimum of 37.5hrs per week, 5 days over 7, working on a shift rota.

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.

The Role: Reporting to the Fridge Manager.

The main responsibilities and functions of this role include:

- To lead and guide a small team responsible for the receipt, picking and returns of dairy and associated products.
- To control all movement of stock and checking of codes.
- To ensure the cleanliness of the fridge is maintained at all times providing a safe working environment.
- To supervise the safe loading and unloading of delivery vehicles.
- To monitor staff, ensuring they are doing their job to the best of their ability.
- To provide cover for the Fridge Manager for days off and holidays.
- To perform any other reasonable task as requested by more senior staff.

The Requirements:

Essential:

- A strong communicator able to foster and maintain excellent working relationships.
- Positive attitude possessing high levels of commitment and motivation.
- Have an eye for detail to ensure accuracy and precision.
- Ability to work flexibly to cover shifts and work to tight deadlines.
- Knowledge of Health and Safety and safe working practices.

Desirable:

- Proven and successful track record as a Team Leader in a busy environment.
- Experience of working in the dairy or similar food production sector.

Closing date: Open until filled.

If you believe you fulfil the above criteria, please complete an application form (available at www.cotteswold-dairy.co.uk), and write a covering letter, 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.

