**Job Description**

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| **Job Title:** Evening Shift Supervisor – Tray Plant (Moy)**Reporting To:**Shift Manager**Hours of work:** Evening Shift (1:30pm – 10pm)**Job Purpose: Supervision of processes and employees on a busy Tray Line as per company guidelines and objectives. Reporting and liaising with the Evening Shift Manager on all aspects of control records, work practices and staff training.** |
| **Main Responsibilities:*** Ensure that all company KPI’S are maintained and improved in relation to all operations associated with the Production operation. These include:
* Quality standards BRC / Customer specific requirements
* Production output / Efficiency
* Health and Safety
* Hygiene and GMP scores
* Training and Development of staff
* Discipline and coaching of staff
* Waste reduction rework and material wastage

The Supervisor will be directly responsible for all staff employed in the tray plant.Key Responsibilities:* Maintaining production control records / Traceability
* Training of staff in relevant work instructions and safe work practices
* Ensuring adequate training of new employees
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**PERSON SPECIFICATION**

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| **Job Title:** Production Supervisor Moy – Tray Plant

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| *Criteria* | *Essential* | *Desirable* |
| Knowledge | * Must be able to speak, read and write English.
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| Relevant Experience | * 1 year previous experience in a manufacturing role.
 | * Previous supervisory experience in a manufacturing role.
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| Skills & Competencies | * Be able to meet deadlines and solve problems and be willing to assume additional responsibilities in keeping with the role.
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| Circumstances | * Flexible to work overtime when required.
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