



WILLIAM GRANT & SONS

ROLE PROFILE

Role Title	Process Team Member
Internal Reference	OBU-0182
Business Unit / Group Function	OBU
BU Team / Sub-Function	Distilleries
Location	Tullamore
Team Leader Role	Process Team Leader
Role Level	5
Team Members	No
Role Purpose	
To safely operate designated area within the Process function to specified quality standards in compliance with all relevant legislation.	
Accountabilities	
<ul style="list-style-type: none">•Ensure that safe working practices and quality procedures are strictly followed to ensure compliance with Irish Tax & Customs, environmental legislation, ISO 9001, OHSAS 18001 and FEMAS requirements and to produce a safe product.•Operate, manage and optimise the production process, following documented standard operating instructions, to ensure repeatable, consistent and efficient plant performance in adherence to the production schedule.•Accurately document and control all process records, including receipt of goods/raw materials, all process parameter recording, outgoing products and co-products and necessary compliance data.•Conduct relevant process checks to ensure quality, efficiency and compliance is being achieved and maintained at all times. Work on own initiative to ensure prompt appropriate corrective action is taken whenever necessary and ensure adequate recording and communication of any action taken.•Conduct basic maintenance and safety checks and ensure high standards of housekeeping at all times to maintain a safe and organised work environment.•Ensure areas for improvement are highlighted, recorded and actioned.•Working within a high performing team culture, contribute appropriately to team meetings and support the implementation of site strategy, production plans and continuous improvement projects.•Demonstrate behaviours in line with our diversity and inclusion aim, which is to create and promote a diverse and inclusive culture at William Grant & Sons where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy.	