



Job Title	Fill & Blend Team Member
Job Level	5
Location	Girvan
Business Unit	Distilling & Technical
Function	Liquid Supply
Leader	Liquid Supply Team Leader
People Leadership	N/A
Role Purpose	
To safely and efficiently process and move spirit throughout maturation cycle within Spirit Supply in line with scheduled requirements and compliant with all legislation	
Accountabilities	
<ul style="list-style-type: none">• Stowing and removing full and empty casks in accordance with compliance requirements for palletised warehouse operations• To carry out cask handling and related spirit supply activities as required in compliance with Health & Safety, Environmental and Customs & Excise Legislation.• To conduct quality checks on casks and spirit, reporting as necessary in line with procedures.• Manage the processes for cask tallying, checking, labelling, emptying, filling and palletising.• Maintain stock records, space validity records, carry out stock checks and sampling requirements and relevant documentation in accordance to HMC&E requirements.• Maintain housekeeping within required site standards• Contributes appropriately to team meetings and supports the implementation of team strategy, plans and continuous improvement projects.• Demonstrate behaviours in line with our diversity, equity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&S where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy	
Created by:	B Bartlett
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