



WILLIAM GRANT & SONS

## ROLE PROFILE

<b>Role Title</b>	<b>Cooperage Cask Quality Team Member</b>
<b>Business Unit / Group Function</b>	<b>OBU</b>
<b>BU Team / Sub-Function</b>	<b>Distilling &amp; Technical</b>
<b>Location</b>	<b>Girvan</b>
<b>Team Leader Role</b>	<b>No</b>
<b>Role Level</b>	<b>5</b>
<b>Team Members</b>	<b>Yes/No</b>
<b>Role Purpose</b> Cask preparation prior to Coopering by removing hoops using the hoop puller and then hardening and testing all coopered casks ensuring the quality of all casks is 100% and palletised prior to filling.	
<b>Accountabilities</b> <ul style="list-style-type: none"><li>• End to end process of cask preparation and finishing and testing of all coopered casks to the highest standard ensuring all coopered casks are 100% ready for filling.</li><li>• Capture all cask data and casks coopered then report to Team Leader daily</li><li>• Report &amp; track and log all quality issues identified in line with the Cask quality policy</li><li>• Safe operation of all quality station equipment such as Hoop Driver, Hoop puller, Automated Line, Testing station and all hand tools required for the role.</li><li>• Complete end process on Wood management labels tracking the history of every cask coopered.</li><li>• Maintain high standards of hygiene by maintaining and cleaning the work area</li><li>• Continually review and feedback on all processes and procedures to identify improvements and support the achievement of the strategic plan.</li><li>• Maintain a safe working environment and report any safety related issues in the working area to your Team Leader or She Advisor.</li><li>• Demonstrate behaviours in line with our diversity, equity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&amp;S where ideas, differences and views are respected and where all employees are encouraged to make their own personal legacy.</li></ul>	
<b>Created by:</b>	<b>John Hilliard</b>
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