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| <b>Job Title</b>   | <b>Distribution Team Member – LGV Driver</b> |
| <b>Job Level</b>   | 5  |
| <b>Location</b>  | SBP  |
| <b>Business Unit</b>   | Group Packaging & Supply Chain               |
| <b>Function</b>  | Supply Chain                                 |
| <b>Leader</b>  | Transport Team Leader                        |
| <b>People Leadership</b>   | N/A  |
| <b>Role Purpose</b><br><br>To support Transport team in order to deliver results in line with the Supply chain strategy and to meet internal/external stakeholder requirements. To safely and efficiently drive company LGV's between Scottish sites, ensuring full compliance with all Health & Safety/HMRC standards and relevant legislation.   |  |
| <b>Responsibilities</b> <ul style="list-style-type: none"> <li>• Ensure that safe working practises and quality procedures are adhered to in line with ISO 9001, BRC, environmental and HMRC requirements for compliance.</li> <li>• Implement best practice processes and procedures within Transport to maximise team effectiveness and flexibility, ensuring a strong interface with the Dry, Wet Goods, Vat Hall &amp; Filling Store areas.</li> <li>• Communicate with internal stakeholders, particularly despatch, loading and Vat Hall Coordinators.</li> <li>• Ensure when carrying out daily tasks around the Distilleries, Wet Goods and Vat Hall functions that you are compliant with Health &amp; Safety, Environmental and Customs &amp; Excise Legislation in order to maintain compliance with all regulatory bodies.</li> <li>• Conduct basic maintenance, safety checks and housekeeping tasks to maintain a safe and organised working environment.</li> <li>• Contribute appropriately to team meetings and support the implementation of team strategy, plans and continuous improvement projects.</li> <li>• Support &amp; cover associated shunting duties as required</li> <li>• Manage the movement &amp; yard management of full &amp; empty containers/trailers to ensure that customer demand is met</li> </ul> |  |

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| <div> <div>  <p><b>BE PROUD</b><br/>We are proud of our brands, our heritage, and our commitment to superior quality in our products</p> </div> <div>  <p><b>BE RESPONSIBLE</b><br/>We expect every individual and their teams to be accountable and to perform to their full potential</p> </div> <div>  <p><b>BE SUSTAINABLE</b><br/>We wish to make a positive contribution to our communities and to our environment</p> </div> <div>  <p><b>BE PROFESSIONAL</b><br/>We value integrity, transparency, professionalism and constructive debate within a team working culture</p> </div> <div>  <p><b>BE ENTREPRENEURIAL</b><br/>We foster a forward thinking and innovative culture that recognises the need for innovative thinking and continuous improvement</p> </div> <div>  <p><b>THINK LONG TERM</b><br/>We are proud of our brands, our heritage, and our commitment to superior quality in our products</p> </div> </div> |                            |
| <b>Created by:</b>  | Stuart Aitken              |
| <b>Date:</b>  | 1 <sup>st</sup> March 2019 |
| <b>HRBP:</b>  | Michelle McAree            |
| <b>Date of last revision:</b>   | 1 <sup>st</sup> March 2019 |