



<b>Job Title</b>	<b>Luxury Operator (102)</b>
<b>Job Level</b>	5
<b>Location</b>	Arete, Cumbernauld
<b>Business Unit</b>	Group Packaging & Supply Chain
<b>Function</b>	Packaging
<b>Leader</b>	Luxury Operations Leader
<b>People Leadership</b>	N/A
<b>Role Purpose</b>  Support the production of luxury packaged goods by completing all required tasks, including packaging or line operation specific duties. Continually work to ensure quality standards are sustained and that all health and safety guidelines, relevant legislation and standard operating procedures are fully complied with at all times.	
<b>Accountabilities</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>• Undertakes packing duties and/or other production line tasks as directed and in accordance with luxury quality standards.</li> <li>• Conducts quality checks at predetermined slots in the process to ensure quality is being achieved and maintained, and follows quality inspection documents to release products/materials, taking appropriate corrective action or escalating if necessary.</li> <li>• Contribute to e-commerce activity, processing, picking, packing and shipping orders in line with agreed standards to ensure highest levels of customer service and achievement of all relevant KPI's.</li> <li>• Conduct basic housekeeping tasks to maintain a safe and organised work environment.</li> <li>• Contributes appropriately to team meetings and supports the implementation of team strategy, plans and continuous improvement projects.</li> <li>• Demonstrate behaviours in line with our diversity 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 create their own personal legacy.</li> </ul>	
<b>Created by:</b>	Paul Marsella
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