



WILLIAM GRANT & SONS

## ROLE PROFILE

<b>Job Title</b>	<b>Bottling Team Leader</b>
<b>Business Unit / Group Function</b>	4A
<b>BU Team / Sub-Function</b>	Group Packaging & Supply Chain
<b>Location</b>	SBP
<b>Team Leader</b>	Bottling Area Leader
<b>Team Members</b>	Yes
<b>Job Level</b>	4A
<b>Role Purpose</b> Lead production shift teams to achieve on-time-in-full service performance attaining right-first-time product quality achieved safely with full compliance an in line with budget.	
<b>Accountabilities</b> <ul style="list-style-type: none"><li>• Ensure area of responsibility is compliant with all Health &amp; Safety, BRC, Environmental &amp; Customs Legislation and leads team(s) to be proactive in addressing safety observations / risks</li><li>• Responsible for ensuring overall product quality meets defined standards. To achieve this, the position is responsible for ensuring all processes, equipment, documentation and training are appropriate, compliant and safe</li><li>• Facilitate and lead team in Bottling and cross-functional continuous improvement initiatives to deliver functional KPI improvements in Safety, Quality, Service, Cost and People</li><li>• Develop &amp; maintain strong relationships with key internal stakeholders to ensure alignment of functional objectives and maximise and manage utilisation of that service provision from stakeholders</li><li>• Manage the area of responsibility budget including variable and fixed costs for maximum functional benefit.</li><li>• Own &amp; report on the daily, weekly &amp; monthly deliverables (KPI's), monitors and leads action when required to ensure commitments against deliverables are met</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><li>• Leads, motivates and develops their team in line with the Company Values to maximise employee engagement.</li></ul>	
Created by:	Stephen Lynch
Creation Date:	February 2018
HRBP:	L. Ogle
Date of last revision:	June 2022