

# Role Profile – Factory Operative (Factory 2/Level 2)

Role Levelling

N/a

## Purpose

To complete production processes within our Coffin Factory 2 operation to deliver industry leading standards in quality and performance which conforms with all aspects of health & safety and local authority regulations.

## Key Relationships

- Production Team Leader
- Sprayer

## Key Accountabilities

- Complete daily targets as prescribed by Production Team Leader.
- Ensure quality standards are maintained
- Ensure all standard operating procedures are followed
- Knowledge of our products and processes to produce a variety of items; baby caskets, ashes caskets, crosses, regency caskets.
- Multiskilled to be able to fill in for any absent colleagues.
- Comply with all statutory society Health, Safety and Fire regulations and take action to avoid risk.
- Willingness to train on all processes within our factory & undertake any external training if required.
- Promote an open and effective working relationship with all colleagues and 3rd parties.
- Act as a co-operative and supportive team member, within the Coffin Factory team.
- Assist in promoting our Coffin Factory within the local community, building up good working relationships with third parties.
- Ensure machinery and premises is always kept clean and tidy.
- Any other duties that may be required in supporting with the operation of our Coffin Factory.

## Measures of Success

- Internal and external clients are fully satisfied with products and services.
- Individual daily targets are met to quality standards.
- Right first time 98%.
- Follow prescribed procedures.
- Communicate with other colleagues.
- Involvement in process improvement.
- Advocate of our society core values and promote a safe way of working.

## Experience/ Qualifications Required

- Essential
- Experience of working in a factory environment.
  - Flexible in working time patterns.
- Desired
- Previous experience in timber processes.