

Job Title: Team Leader
Reporting to: Production Supervisor
Direct Reports: Online Operatives x11 +Machine Operator/Grader Operator x 1
Hours: Guaranteed minimum of 32 hours over 4 days
Location: Orchard Farm, School Road, Salford Priors

Job Purpose: To lead safe and efficient produce packing on designated lines, ensuring production plans deliver customer demand, service levels, and site KPIs.

Main duties and responsibilities:

- To supervise and manage direct reports in accordance with the ASF values, policies and procedures.
- To ensure all line personnel are appropriately trained.
- To ensure all line personnel adhere to food hygiene and health and safety policies and procedures.
- To be accountable for effective running of all production lines including Pro Seal, BBC Blueberry Grader, Unitec Grader and the Robots
- To ensure all produce is packed accurately in punnets, crates and pallets to customer specification.
- To ensure all packed produce meets quality, label and packaging requirements.
- To conduct Quality checks
- To complete digital work order.
- To achieve KPIs
- To ensure that lines are cleaned regularly and closed down properly at the end of each shift or when not in used.
- To ensure that all operating issues are reported in a timely manner to maintenance.
- To complete relevant documentation accurately and in a timely manner.
- To work collaboratively with internal stakeholders
- To attend relevant meetings and cascade information to teams as appropriate.
- To undertake any other duty commensurate with the role
- To support training for new Team Leaders
- To create manage daily production plans in line with customer orders, priorities, and available capacity.
- To sequence products to optimise line efficiency, reduce changeovers, downtime, and waste.
- To confirm availability of labour, packaging, raw materials, and equipment ahead of production.
- To identify capacity constraints and escalate risks early to the Production Supervisor.
- To support trials, new products, and continuous improvement initiatives with planning input.
- To support Production Shift Managers and Production Supervisors with recruitment when required
- To proactively participate in the individual performance management process, achieving SMART targets and continuous personal developments.
- To fully participate in the development and achievement of the Packhouse Vision

Person Specification

	Essential	Desirable	Assessed
Education/Qualifications			
Minimum GCSE grade A- C or equivalent in maths and English.		X	Application
Experience			
Proven pack house production experience	X		Application/Interview
Experience in management of workplace health and safety	X		Application/Interview
Proven supervisory experience in supporting people management activities	X		Application/Interview
Experience working to KPIs and production targets.		X	Application/Interview
Experience planning or scheduling production activities		X	Application/Interview
Skills			
Effective verbal and written communication skills in English	X		Application/Interview/Test
Ability to develop and maintain effective internal and external stakeholder relationships.	X		Application/Interview
Attention to detail and accuracy	X		Application/Interview
Ability to prioritise own and others' workload	X		Application/Test
Ability to use initiative and work as part of a team	X		Application/Interview
Ability to embed and live ASF Values	X		Application/Interview
Confident using IT systems, spreadsheets, or planning tools		X	Application/Interview
Continuous improvement mindset		X	Application/Interview

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Employee name

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Employee Signature

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Date

Angus Soft Fruits Company Values and Behaviours

With Integrity - we do what we say we will

- We are respectful and understanding of others, always
- We treat people like people and look to help each other
- We honour agreements and develop long term trusting relationships
- We are patient, tolerant and show gratitude to others
- We do the right thing for ourselves and others

Excelling - we always aim high

- We seek to raise the bar in our industry in everything that we do
- We are positive, proactive & fun with ambition and drive
- We set clear targets & we aim to exceed them and even if we don't, we will next time
- We are learners, we develop & inspire our colleagues

With Efficiency - we keep it simple

- We are organised and structured in the way that we work
- We work smarter not harder
- We communicate clearly and concisely
- We get it right first time, everytime
- We avoid unnecessary waste

Innovating - we challenge the status quo

- We are adventurous
- We are brave in trying new ways of working
- We are passionate in the development of new varieties and products
- We lead in the development of new technology

Collaborating - together we go further

- We work together as ONE TEAM to deliver outstanding results
- We actively listen to each other & engage in positive & challenging debate

With Curiosity - we dig deeper

- We explore new opportunities & approaches
- We look at things from other points of view
- We are open minded
- We use creative solutions



- We are eager to learn