

**Campden BRI**

**JOB DESCRIPTION**

**Name:**

**Department (and Section where appropriate):** Food Manufacturing Technologies, Product Innovation

**Grade:** G2

**Job Title:** Product Technologist

**Immediate Line Manager (Job Title):** Product Development Lead

**Job Purpose**

To deliver scientific and technical projects giving high quality and cost effective solutions to our clients (internal and external).

**Main Duties (including % of time spent)**

- Execution of technical delivery as guided by your line manager or others within the team, ability to plan and manage your own time to meet deadlines. This will be on a blend of research, contract and training projects. Much of the work will be practical. (60%)
- Interpretation of results and preparation of client reports under supervision to agreed standards (15%)
- In time, provide support to practical delivery on training courses and presentation (Powerpoint) on external/internal training courses. (5%)
- Responding to direct technical enquiries with support from your line manager using information retrieved from relevant sources. The frequency and complexity of which will build with time and experience. (5%)
- Maintenance of equipment and records for business management system purposes (5%)
- Assist with hygiene/good housekeeping activities (10%)

**Knowledge, Skills & Experience**

- A degree in Food Science and Nutrition, Food Science and Technology or equivalent.
- Industrial experience within a meat, pet food or other appropriate environment would be an advantage.
- Good verbal and communication skills.
- Effective time management skills relating to effective delivery and business practices
- Full UK/EU driving licence
- Generally IT literate

## **KEY TASKS & RESPONSIBILITIES**

### **Communications**

- Be able to communicate externally and internally on the phone, via email and face to face meetings.
- Written communications in the form of reports and documents under the supervision of line management and others within the team.
- With training, make presentations to internal and external audiences in line with areas of expertise and competencies.
- Contribute to the delivery of training courses including practical demonstrations, role plays and presentations.

### **Analytical Skills & Creativity**

- Able to analyse data sets and other sources of information to draw straightforward conclusions
- Ability to organise yourself to meet the project requirements and variable notice periods
- Contribute innovative approaches to experimental design and project planning activities
- Ability to deliver on a spectrum of project types, from longer term research to shorter term projects
- Adopting a can do approach to project work

### **Management of Activities**

- Schedule work to meet a blend of short and long term deadlines with the appropriate supervision.
- Ability to work on more than one project at a time over a flexible period
- Undertake practical delivery of both contract and research projects in accordance with line management requirements
- Given a clear scope, through effective time management, assure tasks are completed
- Maintenance of working area, associated equipment and course materials where appropriate to make sure project work can be completed efficiently and effectively.

### **Management of People**

#### **Head of Department – Line Manager - Job Holder**

- No direct reports, but expected to work as part of a multidisciplinary team
- Proactive in ongoing self-performance improvement and development

### **Management of Finance & Resources**

- Responsible for delivery of practical work in accordance with line management requirements.
- Competent in the safe use of high value facilities and equipment

### **Autonomy & Accountability**

- Largely working under the supervision of the line manager but the job holder's autonomy will increase with time and experience as their skills develop.

### **Working Environment**

- Primarily based at Campden BRI (Chipping Campden site) with variable requirement for travel in the UK as well as abroad. Some of these trips will involve overnight stays.
- Some of the trial work will involve factory work under supervision when appropriate
- Wearing of PPE for some tasks will be required

**Other designated job roles** (Please tick those applicable)

- Technical Panel Secretary
- Quality Co-ordinator
- Safety Co-ordinator
- First Aider
- First Aid Leader
- Fire Officer
- Fire Leader
- Out of Hours Service
- Software Co-ordinator
- Trained internal Auditor
- Equipment Officer
- Departmental Archivist
- Hygiene Manager
- Process Hall Manager
- Event Director
- Risk Assessor
- Biological Safety Officer
- Safety Representative
- Safety Committee Member
- Sample Receipt Steward

**DSE User**                      Yes

**Manual Handler**              No

**Signed & Dated**

Job Holder ..... Date .....

Line Manager ..... Date .....