



JOB DESCRIPTION

JOB TITLE: Production Manager

JOB TYPE: Full-time

LOCATION: 2660 Stuart Highway, Livingstone NT 0822

MANAGER: Plant Manager

PURPOSE

The Production Manager will be responsible for providing leadership & direction to the plant ensuring Production, Compliance, & Health & Safety legislative, regulatory and company policy and procedures are adhered to.

KEY DECISION MAKING:

- Production Management.
- Staff Management.
- Risk Management
- Compliance Management

MAIN DUTIES/RESPONSIBILITIES:

- Oversees all production for the NABL plant including Slaughter Floor, Boning Room, Cold store/load out, Hides and Rendering
- Has overall responsibility for the day to day activities for the processing facility
- Complies with company's policies, procedures, practices and workplace agreements
- Ensures all company Work health and Safety, food Safety and Animal Welfare requirements are implemented and maintained
- Maintains knowledge of the documented quality system
- Supervise the segregation, disposition and disposal of non-conforming products
- Ensures that corrective actions are being taken when a non-conformance issue has been identified by QA Officers
- Participates in Production and Quality Management review Meetings and HACCP meetings on a regular basis.
- Manages and directs the department Supervisors on daily production issues
- Ensures adequate training of employees is being conducted
- Participates and contributes in internal and external audits.
- Carries out tasks as directed by Plant Manager



OTHER RESPONSIBILITIES

AAco have developed policies and procedures which set out how employees are to conduct themselves, and processes which are to be followed. The “AAco System” includes processes that ensure compliance with Regulations, health and safety systems, quality management systems, environmental management systems, and best practice in animal welfare and food safety. All employees are responsible for ensuring their knowledge of and compliance with the AAco System as follows:

HEALTH & SAFETY

- Ensure a safe work environment for all staff
- Raise concerns or actively address any health & safety issue identified
- Attend appropriate and apply all required safety training
- Follow all instructions given for working safely
- Identify and report all hazards, incidents, injuries & near misses immediately
- Report for work in a safe manner, unaffected by drugs and/or alcohol and don't adversely affect the H&S of others
- At all times Wear safety equipment provided for the job task or area
- Do not misuse or tamper with the safe use of equipment
- Promote wellbeing and health in your team by supporting positive work/life choices, having an awareness of mental health and other health issues, and understanding support networks

RISK MANAGEMENT AND COMPLIANCE

- As the “Keeper of the licences” Manage risk and compliance by monitoring and ensure adequate risk management and compliance processes are in place.
- Contribute to strategic risk management and compliance activities, NABL
- Implement monitor and maintain controls to manage risk including ongoing risk identification, corrective actions and documentation
- Ensure Key legislative requirements are met and changes to legislation are communicated
- Promote a companywide risk aware culture



CHILD PROTECTION

- Follow risk management strategies developed by NABL for child protection and intervention
- Help maintain the safety, welfare and well-being of children on the station or feedlot while they are participating in activities of which you are a part
- Do not knowingly participate in any illegal or unethical activity and abide with all company policies in relation to child protection and intervention
- Report any suspicions of abuse to the Child Protection Officer (People & Culture)

QUALITY

- Ensure food safety standards are adhered to and any concerns escalated or addressed
- Develop and maintain Quality Systems to meet regulatory and customer standards & specifications
- Ensure that the Code of Practice for the Welfare of Animals – Cattle is adhered to
- Identify and escalate any potential risks or breaches to quality standards in place
- Ensure the development of sustainable systems that meet NABL obligations to the approved Resource Management consent and regulatory requirements

EDUCATIONAL QUALIFICATIONS

- Tertiary qualifications in a related field and/or equivalent experience

BUSINESS EXPERIENCE

- Possess experience, technical knowledge and commercial acumen relevant to the position and in a similar processing operation.
- Demonstrated organisation, administration, staff management, analytical and change, stress & conflict problem-solving skills.
- Be success driven and forward thinking
- Experience in working in an environment in which attention to detail, quality control and meeting deadlines is critical.



- Have the ability to think strategically about future development
 - Demonstrated customer service and commercial orientation.
 - Excellent verbal and written communication skills.
 - Sound interpersonal skills including the ability to negotiate, influence and build effective internal and external partnerships.
 - Have a pro-active, goal orientated, and focussed approach to tasks and responsibilities
 - Willingness and availability to undertake occasional intrastate travel.
 - Drivers licence
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SKILLS & ATTRIBUTES

- High communication and people management skills
- Ability to lead staff
- Well organised with the ability to work in a high paced environment
- Sound approach to problem solving

Please direct your application to : hrlivingstone@aacocom.au