



# JOB DESCRIPTION

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| Job Holder's Title:  | NPD Process Technologist   |
| Responsible to:      | Head of Florette NPD   |
| Responsible for:     | Support of the development of new and modified products for Florette brand and own label and factory transition. |
| Site Responsibility: | Lichfield  |

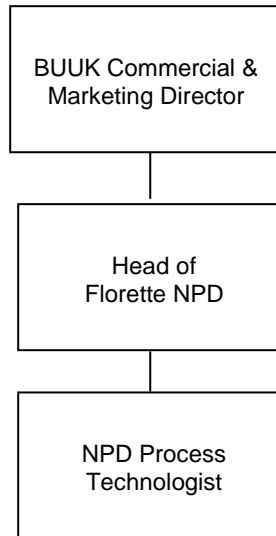
### Main Purpose of the Job

To support the development of new and existing products in accordance with Agrial Fresh Produce Ltd strategy and NPD process in place.

### Scope of Responsibility

Development of new and modified products for Florette brand and own label.

### Team Structure



|                         |  |                   |             |             |
|-------------------------|--|-------------------|-------------|-------------|
| HR-JD-081<br>Version: 1 | <b>AUTHORISATION</b>                   | <b>SIGNATURE</b>  | <b>DATE</b> | Page 1 of 3 |
|                         | WRITER: Head of Florette NPD –N. Allen | DIGITAL SIGNATURE | 12/05/2021  |             |
|                         | VALIDATOR: HR Manager – D. Goulding    | DIGITAL SIGNATURE | 12/05/2021  |             |

| <b>Main Responsibilities</b> |   |
|------------------------------|---|
| 1.                           | Support product development activities, following the established procedure within deadlines to include NPD, EPD & Innovation projects.               |
| 2.                           | Manage trials, shelf life, samples and industrial validations for new products, working in cooperation with factory departments and key stakeholders. |
| 3.                           | Manage new raw material trials through the factory process, reporting results following shelf life and product evaluation.                            |
| 4.                           | Responsible for communication on projects to wider teams.   |
| 5.                           | Provide guidance & support to NPD team on new factory processes and process capability.   |
| 6.                           | Support and manage the transition of new products to the factory / industrial scale.  |
| 7.                           | Support and manage customer sample needs.   |
| 8.                           | Monitor products after launching following factory processes in place.  |
| 9.                           | Look for new ideas and ways of working to improve processes in place.   |

| <b>Key Performance Indicators</b> |  |
|-----------------------------------|--|
| 1.                                | Development of projects within deadlines and critical paths defined, reporting in a timely manner. |
| 2.                                | Adherence to the defined procedure of development and product launch                               |
| 3.                                | Completion of annual objectives as defined including corporate and departmental                    |

| <b>Limits of Responsibility</b> |  |
|---------------------------------|--|
| 1.                              | Within given instructions  |
| 2.                              | Decision on validation of a product remains with the BUUK NPD Controller |

| <b>Skills and Experience</b> |  |
|------------------------------|--|
| 1.                           | Ideally educated to HND/degree level in a Food Science/ Technology or a related discipline   |
| 2.                           | Minimum of one year's experience working within an NPD department with experience of the development of Chilled/Short shelf life products, Shelf life analysis, Product sampling & Factory Trials. |
| 3.                           | Role in process or factory-based development projects. Experience in food/drink production.  |
| 4.                           | Excellent written and verbal communication skills with IT experience. Willing and capable to learn new skills.   |

| <b>Personal Qualities</b> |   |
|---------------------------|---|
| 1.                        | Good communication skills   |
| 2.                        | Ability to interact and work closely with factory and technical teams.  |
| 3.                        | Focus for quality and process improvements.   |
| 4.                        | Good project and time management skills. Able to manage several different projects and priorities at the same time. |
| 5.                        | Capacity and capability to take initiative and work independently.  |

| <b>Job Content</b> |   |
|--------------------|---|
| 1.                 | Manage the introduction of new products following the established procedure within deadlines.   |
| 2.                 | Manage factory trials including product and new raw material as identified, shelf life, product samples and industrial validations.       |
| 3.                 | Work in cooperation with factory departments when planning and conducting trials.   |
| 4.                 | Responsible for communication on projects to factory departments.   |
| 5.                 | Manage new product introductions for branded and own label products.  |
| 6.                 | Report on project progress to Head of Florette NPD / team.  |
| 7.                 | Provide all relevant departments with information to create quality and technical documents regarding launches of products in the factory |
| 8.                 | Monitor products after launch for quality and specification metrics.  |
| 9.                 | Look for new ideas and communicate them using procedures in place   |

| <b>Special Tasks</b> |
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| <b>Other Duties</b>   |
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| This list of duties is not intended to be exhaustive but gives a general indication of tasks and responsibilities. All employees are expected to work in a flexible manner and acknowledge that tasks not specifically covered in their job description are not excluded. |

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| Job Holder Name:                                 | Job Holder Signed: | Dated: |
| Signed on behalf of Florette UK and Ireland Ltd: |                    | Dated  |