**Job Description**

**Butchery Production Assistant**

**LOCATION:** Primacy Meats Food Village, Bangor

**REPORTS TO:** Supervisor/Manager/Senior Management Team

**OPENING TIMES:** Covering working week Monday to Saturday (Flexibility required)

**SALARY:** **£23,500** per annum

**HOURS:** 7am-5pm, 5 days per week (47.5 hours per week)

**COMPANY OVERVIEW:**

Primacy Farm Butchers is owned by the Bowman family and the farm, which has been in the family for over 30 years, supplies our Tesco Meat Counters across Northern Ireland and our own Food Village, based in Bangor.

The Company has won many prestigious awards over the years including N. Ireland Butcher of the Year and the UK Butchers Plus Award and this has been achieved with a combined excellence of product and staff.

**ROLE OVERVIEW:**

To work as part of a team in the butchery department by providing excellent skills in accordance with range of guidelines whilst maintaining an exceptional level of cleanliness in all areas.

**KEY TASKS AND RESPONSIBILITIES:**

* Manufacture meats to a high standard, e.g. sausages, burgers, vegetable roll etc.
* Cutting and processing primals/carcasses
* Effective control stock including intake and stock rotation within Primacy Meats and EC guidelines.
* Preparing and package meat products for dispatch.
* Prepare orders for despatch
* To ensure that the working area is clean to the highest standards, e.g. machines, surfaces, fridges etc.
* To assist in any other relevant duties as required.
* Ensure that company procedures are adhered to.

**PERSON SPECIFICATION – Essential**

* Physically able to carry out the duties, e.g. heavy lifting.
* A hands-on team player, understands the importance of teamwork.
* A decisive, self-starter with high energy levels, common sense and initiative and ability to develop oneself to progress in company.
* Good time management and organisational skills, including the ability to work to tight schedules, prioritise and plan
* An effective listener who carry out instructions given by department
* Able to understand basic levels of English, written and verbal.
* Any other relevant/suitable task as required.