

**GOODWOOD**

**The Role**

The **Milk Processing Assistant** will be part of the **Milk Processing team** and will report to the **Dairy Processing Manager.**

**About us**

Goodwood is a quintessentially English estate, set in 12,000 acres of rolling West Sussex countryside. Rooted in our heritage, we deliver extraordinary and engaging experiences in modern and authentic ways. But what really sets us apart is our people. It is their passion, enthusiasm and belief in the many things we do that makes Goodwood the unique place it is.

**Passionate People**

It takes a certain sort of person to flourish in such a fast-paced, multi-dimensional environment like Goodwood.  We look for talented, self-motivated and enthusiastic individuals who will be able to share our passion for Goodwood to be **‘the home of exceptional experiences’**.

**Our Values**

**The Real Thing Derring-Do Obsession for Perfection Sheer Love of Life**

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| Always inspired by Goodwood’s heritage | Daring to surprise and delight | Striving to do things *even* better | Sharing our infectious enthusiasm |

**Purpose of the role**

To ensure the smooth operation of our dairy production processes.

**Key responsibilities**

* Assist in the daily operation of the milk processing area, ensuring the milk is processed efficiently and according to quality standards.
* Monitor and check the milk for quality, ensuring it meets the required standards at every stage of the process.
* Perform routine tasks such as pasteurisation, filtration, and packaging.
* Maintain a clean and organised work environment, adhering to all health and safety protocols.
* Work as part of a team to meet production targets and ensure smooth workflow.
* Support in maintaining accurate records for production and quality control.
* Assist with stock management, including the replenishment of raw materials and supplies.
* Follow procedures in line with **HACCP** (Hazard Analysis Critical Control Points) regulations to ensure food safety standards are met.
* Ensure all equipment is cleaned and maintained to the highest standards.
* Be flexible and assist in other areas of the dairy production process as required.
* Provide support with the transportation of milk and other materials when needed.

**Qualities you will possess**

* Passion for what you do
* Positive and friendly with a “can do attitude”
* Attention to detail
* Ability to prioritise, organise and multi-task
* Quick learner
* Take responsibility for yourself
* Confident to make decisions and to stand by them
* Strong customer service skills
* Excellent communicator
* A sense of fun!

**What do you need to be successful?**

* Experience working in a dairy production environment, with an understanding of the processes involved.
* Basic knowledge of HACCP principles and their application in a dairy environment.
* Knowledge of dairy processing equipment and machinery
* An understanding of food safety standards and hygiene practices would be advantageous
* A flexible approach to hours and tasks, willing to adapt to changing workloads and schedules
* Full, clean driving license and access to own or reliable transport to commute to the site or assist with transportation duties if needed.