



# Liquid Filling Team Leaders



**Herrco Cosmetics** have new opportunities for additional **Team Leaders & Senior Team Leaders** to join our team based in **Halesworth, Suffolk**.

We are offering a range of £9.67 - £12.40 per hour

## The Job:

Working in a filling environment, accountable for the assembly, setting and running of the entire production line, to a set of product specifications and quality standards. Running one or more production lines and a team of operatives. Achieving optimum line efficiencies and outputs at all times. Ensuring safety standards, housekeeping, quality standards, good manufacturing practices and company policies and procedures are being adhered to at all times.

## Herrco Cosmetics...

...are an innovative UK based cosmetics manufacturer, specialising in bespoke product development and formulation. For over two decades, we have been creating some of the most well-known cosmetic products in the UK, and year on year, our formulations are winning increasingly prestigious awards in top cosmetics ceremonies.

Manufacturing cosmetics and personal care products spanning skin care, bath, body, and aromatherapy products, as well as more niche markets such as mother & baby, Sun Protection factors and organics, Herrco is a thriving family business whose company philosophy is firmly rooted in providing flexible innovative solutions for our clients' production criteria.

We are now looking for talented individuals to come and join our team. We recruit people who believe in the things we do, people who are motivated, hardworking, and have a 'can do, will do attitude'.

## How to Apply:

Please Speak to a Supervisor or email **HR@herrco.co.uk** with your CV and Cover Letter.

## Team Leader Job Duties:

- Setup and make adjustments of machines/filling lines.
- Assist line setter in setting up lines during product changes
- Identify and remedy machine faults and failures.
- Running of one or more lines and team of people including Herrco and Agency staff.
- Interpret specifications and job orders to workers, and assigns duties.
- Achieve optimum line throughput and line efficiencies.
- Support supervisors and production manager in the daily running of production
- Ensure assembly of finished goods is to the specification and quality standards
- Perform on-line quality control checks
- Complete all packing lists and paperwork in full within the time frame required.
- Maintain good housekeeping at all times within your area/ everything is in its place.
- Interprets company policies to staff members and enforce and maintain safety and quality regulations.
- Communicate daily and directly to your Supervisor in order to understand operational targets.
- Communicate any operational shortfalls immediately and directly to your Supervisor and ensure that any equipment faults or failures (if you are unable to resolve yourself) are highlighted immediately to our Line setters or on-site engineer.
- Adapt to any job given by your superiors.  
Responsible as a designated first aider.

## Desirable Requirements:

- Must live within a 30 minute radius from site
- Previous experience as a Team Leader within fast paced manufacturing environment
- Ability to adapt to the changing daily plan
- Good time management, organisation & Multi-tasking skills
- Good literacy and numeracy skills
- Ability to motivate and influence people