

# DAIRYGOLD CO-OPERATIVE SOCIETY CENTRAL LAB MANAGER



Dairygold Co-Operative Society Limited is now pleased to invite applications for the position of **Central Lab Manager**.

Reporting to the Head of Quality and based in Mitchelstown, the Central Lab Manager will work closely with both the Head of Quality and the Site QA teams and oversee operations within the micro and chemistry labs to ensure that accurate test results are delivered in a timely manner using approved testing methods. The Central Lab Manager will have significant people management responsibility and will be a core part of the Quality team, liaising directly with both internal and external parties on all associated aspects of the business.

## **Core responsibilities for this role include:**

- Responsible for a team of 17 lab technicians and continually driving a culture of operational excellence in the micro and chemistry labs;
- Organizing of key resources to meet testing schedules and maximize outputs;
- Monitor, deliver and report against key performance indicators on a weekly basis;
- Identifying trends and areas for continuous improvement and cost reductions within the labs;
- Drive a safety culture within Central lab, promoting adherence to all Health and Safety procedures and completion of CRMS tasks;
- Validation of equipment and test methods including Instrument calibration;
- Maintain and update lab computer system;
- Work with the Head of Quality and the Central Lab team to develop an ever-ready audit status for all lab audits;
- Represent the lab during consumer audits and ensure adherence to the Lab Accreditation Standard;
- Investigate any service issues/result deviations and implement solutions as required;
- Responsible for the completion of weekly payroll for employees within Central Lab;
- Auditing of systems internally for compliance with standards;
- Interfacing with Site Quality Managers re testing plans and prioritisation;
- Ensuring that SOPs are developed and updated as required;
- Administration of Lab Operations, documentation systems, purchasing consumables, and sending samples to third party labs as required;
- Developing and managing annual budgets;
- Building effective working relationships with both internal and external parties;
- Lead and delivery of special projects as required.

## **Candidates for this position should possess:**

- Third level qualification in a science discipline (Preference for food Science);
- 3 -5 years' experience in a similar role;
- Excellent people management skills are essential;
- Self-motivated, confident and optimistic with a drive to meet targets and achieve results;
- Strong business acumen and commercially aware;
- Experience of internal auditing of laboratories is essential;
- Well-developed problem solving skills to resolve issues in a timely manner;
- Proven flexibility and resilience to adapt to challenges in the course of achieving objectives;
- Innovative and solution orientated individual with the ability to deal with ambiguity;
- Ability to develop credibility, authority and respect within the business and with external parties;
- Proven track record of strong organisational skills, and ability to prioritise tasks;
- Advanced IT Skills.

This is an excellent opportunity for the successful candidate. All interested applicants should apply in writing with Curriculum Vitae to Emma Parkinson, HR Department, Dairygold Food Ingredients, Mitchelstown (eparkinson@dairygold.ie) no later than close of business on **Monday 6<sup>th</sup> February 2012**. A full role profile is available upon request.

Dairygold Co-Operative Society Limited is an equal opportunities employer.  
Dairygold Co-operative Society Limited HR Department

