



Facilities Supervisor - Andover

Who are we?

A pioneer of organic home delivery, Abel & Cole is a brand famous for seasonal organic fruit & veg. Since 1988 we've built close relationships with other brilliant organic pioneers in order to deliver a wide range of fantastic organic food to people's homes across much of England. We represent a refreshing alternative to supermarket shopping, but without being worthy or preachy. No air freight, no silly packaging, no nasty chemicals – just great food produced by people who really love what they do. We deliver to around 40,000 households and we employ nearly 600 great people. We consider ourselves bold, irreverent, genuine, friendly and honest, and it is crucial that this comes across in everything we do.

Role Summary

Reporting to the Site Services Manager and acting as an ambassador for Abel & Cole this is a fantastic opportunity to join an award winning team that is passionate about delivering top quality, organic produce direct to the customer's door. As our Facilities Supervisor you will be responsible for ensuring the cleanliness of our warehouse, offices and associated facilities alongside supervision of our 6 strong Hygiene team. We will be looking to you to support the implementation and maintenance of a culture of food safety, quality, legality and authenticity across the business. We understand a role like this can be equal parts rewarding and challenging, but we believe in our staff and, by doing things a little differently, we truly believe we offer a one of a kind experience within the market. We will, of course, offer you full training and support to help you develop in your role alongside a host of benefits. If you are looking for something new then read on to find out more:

Here's what you'll be getting up to:

- To ensure all aspects of the Facilities service are carried out and maintained to the required standards.
- To work within the monthly Facilities budget and ensure all expenditure is authorised and recorded according to Abel and Cole procedures.
- To manage the ordering and stock control of hygiene consumables and chemicals.
- Proactively work to improve processes and present relevant site hygiene and compliance.
- To oversee the day to day running of the staff facilities.
- Be the main point of contact for site service providers such as pest control, waste management, and hygiene contracts.
- Lead the Facilities function at key business meetings, such as Monthly Health and Safety Meeting.
- Champion Health and Safety procedures, reporting and culture within the Facilities team.
- Conduct COSHH assessments, risk assessments and document safe systems of work for all Facilities tasks.
- Supervise a team of 6.
- Develop strong working relationships with different department in order to drive continuous improvement in site standards.
- Keep well documented training records for the Facilities team and all compliance related to training.



- To conduct employee Performance Development Reviews when required and establish training and development plans where necessary.

Here's what we are looking for:

- A competent professional with proven experience of supervising and leading a Facilities team within a food manufacturing environment
- A confident and assertive individual, able to communicate and set clear expectations both internally up to board level and externally
- A good understanding of CGMP and Quality standards
- Flexible approach to working and committed to occasional night shifts and weekend working
- Proven experience of driving improvements in site standards
- Knowledge of cleaning systems and methodology
- Experience of conducting training on a 1:1 basis or to small groups.
- PC literate, particularly in MS Office applications
- Professional, honest with integrity

What we offer

- This is a full-time position, Monday – Friday 37.5 hours per week – some flexibility may be required upon occasion
- 28 days inclusive of bank holidays running from the 1st May to 30th April.
- A free box of fruit and veg every week (It's pretty delicious!) alongside company discount of up to 35%.
- Cycle to Work Scheme.
- Grants for sport, performing arts, education and non-vocational courses.

If you feel that you have what it takes to be our Facilities Supervisor please send your CV and a short cover letter explaining your interest in the role to: careers@abelandcole.co.uk