

The logo for 'Tasty Careers in food & drink' is set within a circular frame that resembles a chocolate swirl. The text 'tasty CAREERS' is written in a white, playful font, with 'in food & drink' in a smaller font below it. The background of the entire page is light blue with illustrations of clouds, birds, and hot air balloons.

# PROCESS MANAGER

## WHAT IS A PROCESS MANAGER?

The Process Manager is responsible for taking a product through from its original idea to being made on production line. You will need to support the Team Leader/ Operations Director as you develop the product.

As a process manager your job is to make sure that all processing of the product is completed on schedule and within budget. You'll have to balance a whole range of factors in order to get your product produced and ready for the challenge.

## WHAT IS MY ROLE IN THE PROJECT?

You will assume overall responsibility for the processing and production of the new product.

You will work with your colleagues to arrange product trials with the team, friends and family to get their feedback before you start producing.

You will be responsible for managing the packaging and processing of the new product ready.

Working with all team members you will ensure the budget targets for your department are met within the overall costs for producing the product.

## WHAT WILL BE EXPECTED OF ME?

You'll be the type of person who enjoys seeing a job through to completion and doesn't believe in taking any shortcuts and will need to make sure that everything is done properly when you start to process the product.

You will liaise with all team members on the project and compile regular progress reports on how the product is being manufactured and if there are any issues.

## THINGS YOU NEED TO TAKE INTO ACCOUNT

You will keep everyone informed on the process needed on how the product will be manufactured ready for sale.

Informing the finance manager the cost of packaging for the new product on the production line.

Keeping the team informed of any damaged packaging or goods which will have an effect on your profit.

## WHAT QUESTIONS COULD I BE ASKED?

How did you all work as a team, and did you have any problems or disagreements over what the product was going to be and how it was going to be made.

Did you have to make any changes in the process or the way in which the product was made.

Did you work out how long it would take from the initial idea of the product to the time it was produced and ready for sale.

