

Volunteer role description

Title: Flour Packer

Accountability: Miller

Hours: As agreed

Location: Eling Tide Mill, Eling Lane, Eling, SO40 9HF.

Purpose of role:

To weigh and pack Eling Tide Mill flour for sale within the mill shop itself and for distribution to other flour outlets, both wholesale and bulk quantities using the appropriate Tide Mill Flour bags.

This important role requires both a high level of cleanliness and accuracy.

Co-operate with colleagues to facilitate the smooth running of the Tide Mill, Visitor Centre and External Walks.

Role and responsibilities:

1. To pack flour for sale within the Tide Mill Shop and also for external outlets.
2. Follow guidelines on weights and measures and health and hygiene.
3. Ensure area is cleaned thoroughly before and after bagging.
4. Support the aims and visions of the ETME.
5. To participate the induction training and any other relevant training.
6. Wear appropriate PPE (as provided).
7. Comply with the Council's Health & Safety policy ensuring you, your colleagues and visitors' HASAW needs are met.
8. To adhere to the Volunteer agreement, and Volunteer Policy.
9. To comply with, and implement, the Equal Opportunities Policy and procedure, together with all other agreed policies and procedures of the Totton & Eling Town Council.

Helen Robinson
Eling Experience Manager

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