A close-up of a logo

AI-generated content may be incorrect.

**JOB DESCRIPTION**

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| **POSITION TITLE** | **Butcher** |
| **STORE** | New World Cambridge |
| **DATE** | April 2025 |
| **REPORTS TO** | Butchery Manager |
| **PURPOSE OF POSITION** | Process, prepare and package meat products |
| **STORE VISION** | To provide our customers with a shopping experience which is satisfying and meets their needs and which encourages them to return on a regular basis. |
| **STORE VALUES** | **I**n it together  **A**bove the line  **C**ourageous  **T**hink Customer |

**REPORTING STRUCTURE**

**RELATIONSHIPS**

# INTERNAL

* Owner Operator
* Department Manager
* Team members
* Other store staff

# EXTERNAL

* Foodstuffs’ employees
* Delivery drivers
* Customers

**ACCOUNTABILITIES**

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| **OPERATIONAL** | * Process all inwards meat and animal carcasses including breaking bones, deboning, slicing, cutting and mincing to meet stocking and merchandising requirements * Tray, package, weigh and price meat products * Prepare customer orders * Support Butchery Manager * Assist and support butchery apprentice and packers * Assist with departmental cleaning in ensuring all appropriate cleaning is completed * Respond to and resolve customers enquiries |
| **COMPLIANCE** | * Follow Health and Safety Policy, Food Safety Policy and compliance procedures in the store * Complete traceability forms |
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**PERSON SPECIFICATION**

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| **PEOPLE FOCUS** | **LEAD AND SUPERVISE**   * Establish respected working relationships * Set and uphold product, service and behaviour standards * Role model positive behaviours and store values * Display confidence, authority, integrity and empathy   **WORKING RELATIONSHIPS**   * Display self-awareness, approachability and mindfulness of impact on others * Demonstrate understanding of people and cultural differences * Actively builds a team spirit of openness * Listen, consult and communicate openly and proactively * Adapt personal style to build and maintain relationships with all stakeholders (staff, suppliers, peers)   **PERSUADE AND INFLUENCE**   * Influence positively to gain agreement and commitment * Facilitate discussions to ensure ideas are heard and influence outcomes and actions * Manage conflict openly, fairly and quickly * Use questioning and listening skills to understand issues and create solutions * Demonstrate resilience, influencing team members to try new ideas * Display acceptance of new ideas and initiatives, adapt to changing circumstances * Share knowledge and expertise |
| **RESULTS FOCUS** | **PLAN AND ORGANISE (TO DELIVER RESULTS THROUGH OTHERS)**   * Clearly communicate goals and objectives of the business * Plan activities and projects, in a timely way, considering changing circumstances * Work systematically; put systems and processes in place to ensure compliance and consistent levels of service * Delegate effectively; empowering staff and holding them accountable * Coach staff, providing clear, honest feedback on their performance * Displays disciplined and effective time management |
| **CUSTOMER FOCUS** | **MEET CUSTOMER EXPECTATIONS**   * Identify and focus on meeting customer needs and expectations, actively monitor and maintain high standards of customer service * Identify and implement initiatives to continuously improve the customer experience * Create an environment to create an excellent customer experience * Analyse and respond to feedback from all sources |
| **CO-OPERATIVE CULTURE** | **ADHERE TO PRINCIPLES AND VALUES**   * Uphold Foodstuffs and store ethics and Values * Always demonstrate honesty and integrity * Maintain high level of commitment and implementation of all compliance * Display a strong work ethic and commitment to the store’s success   **CO-OPERATIVE SPIRIT**   * Use the strength of the Co-operative, following co-operative guidelines challenging colleagues, and the store to do the right thing * Encourage individual and business contribution to the community * Build a wide and effective network of contacts to support and share ideas |

**QUALIFICATIONS AND EXPERIENCE**

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| **ESSENTIAL** | * Foodstuffs Butchery Apprenticeship Graduate (for internal candidates) or Trade Cert * Previous butchery experience and/or fresh food experience * Physically fit and able to fulfil the requirements of the role * Good command of written and spoken English * Unit standards 167 & 168 * Customer service experience |
| **DESIRED** | * Good basic maths skills * Food retail experience |

**SIGNATURE**

I have read and understood this Job Description:

Employee Signature Date: