



Job Title (Vidrala Group)	Quality Lab and Projects Manager
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Organizational Unit	Operations – Elton Glass
Business Unit	Encirc
Reporting to (Hierarchical)	Elton Plant Quality Manager
Reporting to (Functional)	Elton Plant Quality Manager

Main Purpose of Role

To lead and manage both laboratory and shop-floor quality operations, ensuring that glass containers and packed ware consistently meet or exceed customer expectations. This role ensures regulatory compliance, drives continuous improvement, and delivers accurate, timely, and reliable laboratory results while supporting cross-functional initiatives.

Key Accountabilities

Leadership & Supervision

- Oversee daily laboratory activities, ensuring safe, efficient, and compliant operations.
- Conduct regular performance reviews, provide coaching, and foster a culture of collaboration and accountability.
- Deliver clear communication for shift handovers, weekly team talks, and production meetings.
- Integrate Lab activities with daily quality controls

Glass Quality & Laboratory Management

- Lead analysis of production and trial glass containers in line with SOPs, customer requirements, and sampling schedules. Point of contact for the NPD process.
- Manage Job change preparation, routine testing and other associated tasks within the quality department
- Manage calibrations, maintenance, and resource deployment for laboratory equipment.
- Plan, execute, and monitor technical, operational, and quality-related projects.
- Monitor quality metrics and drive continuous improvement initiatives.
- Identify opportunities for process optimization and technology implementation.
- Host customer visits, audits, and quality reviews, ensuring readiness and compliance.
- Provide H&S leadership, ensuring compliance with hygiene, safety, and environmental rules.
- Encourage reporting of near misses and incidents, and ensure risk assessments and controls are in place.
- Maintain documentation, SOPs, quality records, and change-control processes.

Continuous Improvement

- Drive quality improvements across production and Laboratory processes.
- Champion innovation, sustainability, and efficiency initiatives.
- Collaborate with stakeholders to implement corrective and preventive actions.

"This is a brief outline of the role and is by no means exhaustive. The post holder will be expected to undertake duties as appropriate to the position. Significant changes to the role and its responsibilities would be subject to appropriate consultation with the post holder".









Knowledge, Skills and Experience

- Minimum 5 years' experience in glass manufacturing and quality management.
- Strong knowledge of bottle specifications, manufacturing processes, and inspection systems.
- Excellent organisational and problem-solving skills; ability to prioritise under pressure.
- Competent in Microsoft Office and laboratory software tools.
- Strong leadership, communication, and team development skills.
- Strong analytical and decision-making skills
- Literate, numerate, with a keen eye for detail.
- Strong knowledge of regulatory and accreditation frameworks (ISO, HACCP, etc.).
- Prepare reports and communicate progress to leadership and/or customers

Personal Attributes / Competencies

- Commitment to Customers
- People Commitment & Development
- Sustainability
- Collaboration
- High Performance
- Innovation & Continuous Improvement



Value	Leads Others
Commitment to Customers 	<ul style="list-style-type: none"> ➤ I listen and value input from stakeholders. I am a trusted advisor. ➤ I consider big picture, I identify and communicate risks, challenges and opportunities. ➤ I empower others, together we can meet the needs of customers and the organisation.
People Commitment and Development 	<ul style="list-style-type: none"> ➤ I always provide open and honest feedback, team behaviours are values-based. ➤ As a leader, my priority is the success of others, I achieve this by offering regular feedback and development opportunities. ➤ I ensure all of my stakeholders feel safe, included and have an equal opportunity to contribute and succeed.
Sustainability 	<ul style="list-style-type: none"> ➤ I ensure others is conscious of our impact on people and environment, people and safety remain top of my agenda. ➤ I encourage others to embrace positive change. ➤ I role model how to make sustainable choices, and sustainability conscious decisions.
High performance 	<ul style="list-style-type: none"> ➤ My interactions with others are values driven and well planned. I ensure we reflect on lessons learned. ➤ We are accountable for delivering against objectives or targets. I support others through coaching, development and regular feedback. ➤ We face challenges head-on, as a team.
Collaboration 	<ul style="list-style-type: none"> ➤ I adapt my style of communication to get the best out of others and actively seek out a diverse range of perspectives and ideas. ➤ I champion equity, diversity, and inclusion. I challenge inappropriate language or behaviours consistently and respectfully. ➤ I am comfortable with not being the expert, we play to our strengths.
Innovation and continuous improvement 	<ul style="list-style-type: none"> ➤ I create an environment where it is safe to challenge and be curious. ➤ We reflect on performance, I encourage celebration of our successes and always look for improvements. ➤ I am open to change, I communicate the reasons for change, I am transparent about the challenges.