



**INSPIRE ATA**  
APPRENTICESHIPS

# FOOD AND DRINK PROCESS OPERATOR LEVEL 2

Food and Drink Process Operators work in one of the largest, most dynamic and fastest growing sectors of industry. Every day, producers, manufacturers and retailers make and sell millions of innovative food products to consumers in the UK and around the world. This includes drinks, cakes, biscuits, ready-to-eat and ready-to-cook food, sandwiches, wraps, fresh fruit and salads. It is imperative that Process Operators in the industry have the skills and knowledge to ensure our food products, which millions of people consume every day, are safe.

Process Operators work in the manufacturing sector of the food and drink industry. They may be employed in a company that specialises one type of product, eg ready meals, soft drinks or confectionery, or in a company that makes a wide range of different products. Process Operators typically work on production lines within food manufacturing plants. The industry uses excellent manufacturing processes and highly automated equipment and technology to ensure it remains competitive, and produces food and drink products to strict food safety and quality standards.

## WHY CHOOSE INSPIRE ATA?

We work with high-quality training providers to deliver a wide range of training programmes through a blended learning approach that is tailored to each learner's needs. Inspire ATA recruits and employs each apprentice on behalf of the "host" client, enabling us to offer additional support and a better experience for both apprentice and client. We can also offer flexi-job apprenticeships which means we are able to offer short term contracts and other non-standard employment models.

**TOTAL DURATION:** 18 MONTHS

**PRACTICAL PERIOD:** 15 MONTHS

**EPA PERIOD:** 3 MONTHS

**EPA ORGANISATION:** OFQUAL

**ASSESSMENT METHOD:** KNOWLEDGE TEST,  
WORKPLACE-BASED PRACTICAL OBSERVATION,  
PROFESSIONAL DIALOGUE AND INTERVIEW

## KNOWLEDGE, SKILLS AND BEHAVIOURS THE CORE SKILLS TO BE DEVELOPED INCLUDE:

- Follow and implement Standard Operating Procedures (SOPs) and work with the quality process as appropriate.
- Carry out basic fault finding and problem solving; take action according to organisational procedures.
- The Operator's role: how it fits into the wider business and adds customer and consumer value.
- The principles of Continuous Improvement (CI) in the food production industry.
- Good manufacturing practice in the food industry.
- Performance data: understanding, interpreting and acting on it.
- Safe working: ensures safety of self and others, food safe, challenges safety issues.
- Ownership of work: accepts responsibility and is proactive.



Education & Skills  
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**BEST**  
**APPRENTICESHIP**  
**EMPLOYER**  
2023 - 2024

2<sup>nd</sup> PLACE

**FLEXI-JOB**  
**APPRENTICESHIPS**



Department  
for Education



# FOOD AND DRINK PROCESS OPERATOR

## KNOWLEDGE

- Product origin and end-to-end supply chain.
- Standard Operating Procedures (SOPs).
- Hygiene standards and food safety.
- Products: how to handle products and the effects of external influences on them.
- The Operator's role: how it fits into the wider business and adds customer and consumer value.
- How to use relevant tools and equipment in food production.
- The principles of Continuous Improvement (CI) in the food production industry.
- Good manufacturing practice in the food industry.
- Performance data: understanding, interpreting and acting on it.

## SKILLS

- Follow and implement Standard Operating Procedures (SOPs) and work with the quality process as appropriate.
- Carry out basic fault finding and problem solving; take action according to organisational procedures.
- Ensure effective handovers to appropriate colleagues.
- Clean equipment according to specifications and schedules.
- Ensure personal compliance with regulatory and company Quality, Food Safety, Environmental, and Health and Safety requirements.
- Actively contribute to optimal production performance.
- Identify Health and Safety, Food Safety, Hygiene and Quality issues where appropriate and escalate.

## BEHAVIOURS

- Safe working: ensures safety of self and others, food safe, challenges safety issues.
- Ownership of work: accepts responsibility and is proactive.
- Problem solving: participates in problem solving.
- Responsiveness to change: flexibility to changing working environment and demands.
- Company/industry perspective: desire to learn about the company and food industry, acts as an ambassador.
- Effective communication: with others, listens effectively, gives and receives feedback.

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