

The Oxford Artisan Distillery

Old Depot, Cheney Lane, Oxford OX3 7QJ | Tel 01865 767918



JOB DESCRIPTION: Head Distiller, The Oxford Artisan Distillery

The Oxford Artisan Distillery is a 'grain-to-glass' craft distillery located in the centre of Oxford. Opened in July 2017, Oxford Rye Gin and Oxford Rye Vodka have been at the forefront of our portfolio until we launched our whisky in April 2021. The distillery has welcomed over 20,000 visitors since it opened.

Role:

Based at the Distillery, working with other production sites within the UK, this role involves a mixture of office duties and hands-on tasks on practical aspects of production including process design and day-to-day production. Occasional travel to other sites may be required.

The Head Distiller constantly seeks improvement in product quality and working environment, responsible for the performance of the production team, delivers quality across all production and assists with new product development.

The Head Distiller reports directly to the Master Distiller and will manage a team of three distillers, working collaboratively with the Master Distiller and Production Manager to deliver the best production of our products.

Responsibilities:

- Oversee production and manufacturing, from ingredient sourcing to bottling;
- Train production team, delegate tasks communicating goals and deadlines, plan workloads and create a productive work environment;
- Maintain production manual and manage SOPs and cleaning schedule, support the Production Manager in carrying out the maintenance plan;
- Analyse productivity data and optimise staffing and production capacity;
- Design new processes to improve quality or increase productivity or profitability
- Responsible for product and production consistency;
- Support new product development, manage lab equipment and inventory;
- Ensure safety, health, environment and quality compliance;
- Ensure that distillery staff adhere to quality, hygiene and cleanliness standards;
- Support the implementation of bespoke distillery management tools such as DistillX5, adopting these tools as a key part of your management responsibility;
- Perform any required task in production, from ingredient quality control to cleaning, blending or bottling;
- Implement all the company's procedures and policies;
- On occasion, undertake public appearances on behalf of the business.

Core Skills and Experience:

Technical:

- Trained Distiller, preferably with prior experience in management roles;
- Degree level or equivalent academic qualification in distilling;

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- Knowledge of sensory and flavour chemistry, preferably in both spirits and non-spirits;
- Knowledge of Organic, SALSA and HACCP compliance;
- Knowledge of data management and data software;
- Plant/equipment problem-solving with electrical and mechanical skills;
- Experience in new product development;
- Comprehensive knowledge of raw materials (fermentables, botanicals, casks), microbiology, chemistry and physics.

Personal:

- Hands on manager able to work in a physically demanding environment;
- A strong team player with the ability to engage with internal and external stakeholders;
- Innovative and creative approach;
- Team building with strong management, communication skills;
- Experience of strategic planning and maintenance plans;
- Intuitive process design and engineering;
- Third party service provider management experience; strong contracting skills
- The ability to manage multiple projects at a detailed level, simultaneously, on an ongoing basis

Other:

Legally authorized to work in the UK; Driving Licence; Good English language skills.

Hours of work and Benefits:

Working hours are 40 hours per week (actual) and such additional hours as are necessary for the proper performance of your duties. Hours are usually from 9am to 5:30pm from Monday to Friday, and at times (e.g. to cover absence) the agreed shift pattern, which may include Saturday working. From time to time you will be required to help (as part of your role) with other events outside these hours. Time off in lieu or payment for additional hours is given on these occasions.

Salary & Benefits:

Full time salary is from £40,00p.a. depending on experience plus Pension, Staff Share Scheme and 25 annual paid days leave + bank holidays.

We believe that a diverse team of enthusiastic, hard-working, skilled & like-minded people is pivotal to success. Our employees help us make a difference & grow as a business. Therefore, creating equal opportunities is an intrinsic part of our recruitment process. We welcome applicants from all walks of life regardless of culture, ethnicity, gender, religion, sexual orientation and disability. So, if you're interested in joining us, we look forward to hearing from you.