Dairy Environmental Manager

Health, safety and environment

Job title	Dairy Environmental Manager
Department	Health, safety and environment
Reports to	Factory Manager (or the HSE Manager or Sustainability Director in a group)
Direct reports	Wastewater Treatment Operators on sites with their own effluent plant
Location	*[To be confirmed by the employer]*
Contract type	*[Permanent / fixed-term / other]*
Salary and benefits	*[To be confirmed by the employer]*

Job purpose

Keeps a dairy site within its environmental permit or consents, covering effluent discharge, emissions, noise, odour and waste. Runs the environmental management system, manages effluent plant performance, water and energy use and waste records, leads reduction projects, investigates incidents and complaints, and is the main site contact for the environmental regulator.

Key responsibilities

Permits and compliance

- Hold and keep up to date the site environmental permit or consents covering effluent discharge, emissions to air, noise, odour and waste, as required where the job is based
- Make sure every monitoring result, return and notification the permit asks for reaches the regulator on time
- Treat any result outside a permit or consent limit as a breach: stop or contain the cause, report it as the permit requires and record what was done
- Act as the main site contact for the environmental regulator, including site visits and inspections
- Keep the site environmental risk register and the register of aspects and impacts current
- Check that new products, processes, plant changes and capital projects are assessed for permit impact at design stage, and that any permit variation is applied for before work starts
- Keep chemical storage, bunding, drainage plans and spill kits in line with the permit and the site spill prevention plan

Effluent, water and energy

- Oversee the effluent treatment plant and its operators so that discharge quality stays within consent at all times
- Review effluent plant readings and sample results, such as flow, pH, COD, BOD, suspended solids and fat, oil and grease, and act on trends before they become breaches
- Track water and energy use per litre of milk processed and report it to the site and the group
- Lead reduction projects on water, energy, product loss to drain and effluent load, and measure the savings
- Work with Production and CIP teams to cut milk and product losses to drain, which add directly to effluent load

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- Agree sampling, calibration and maintenance routines for effluent plant instruments with Engineering

Waste, incidents and complaints

- Keep records for every waste stream, including hazardous waste, waste transfer notes and packaging waste data, as required where the job is based
- Check that waste contractors hold the right licences and that waste is segregated, stored and removed correctly, as required where the job is based
- Investigate environmental incidents, spills and near misses, find the root cause and close out the actions
- Investigate noise, odour and other complaints from neighbours, reply to the complainant and the regulator, and fix the cause
- Keep the site emergency and spill response plan current and test it with drills
- Run and record toolbox talks and environmental training for operators, contractors and managers

Management system and reporting

- Run the environmental management system and keep it certified to ISO 14001 where the site holds it
- Plan and carry out internal audits, host external audits and close out the findings
- Set site environmental objectives and targets with the Factory Manager and review progress each month
- Produce the monthly environmental report for the site and the group, covering permit compliance, water, energy, waste and incidents
- Keep the site legal register and permit conditions up to date, as required where the job is based
- Supply accurate site data for group sustainability reporting

Qualifications and experience

Essential

- Degree, diploma or equivalent qualification in environmental science, environmental management, chemical engineering or a related subject
- Experience managing environmental compliance on a manufacturing site
- Working knowledge of environmental permits and consents for effluent discharge, emissions and waste, as required where the job is based
- Experience running or working within an environmental management system, including audits and corrective actions
- Able to read monitoring data and spot trends before a limit is breached
- Confident dealing with regulators, auditors and senior managers

Desirable

- Membership of a professional environmental body, or working towards it
- Experience of a dairy or food processing site and its effluent
- Working knowledge of effluent treatment, including biological treatment, dissolved air flotation and sludge handling
- Trained ISO 14001 internal or lead auditor
- Experience leading water, energy and carbon reduction projects
- Knowledge of packaging waste and producer responsibility reporting, as required where the job is based
- Experience of permit variations and planning applications for site projects, as required where the job is based
- Formal training in incident investigation and root cause analysis

Skills and attributes

- Attention to detail with data and records
- Clear, calm and honest when reporting problems
- Practical approach, comfortable on the plant and at the effluent plant

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- Able to influence managers and operators without line authority
- Organised and able to meet reporting deadlines
- Problem solving and root cause analysis
- Plain-language communication with regulators, neighbours and staff

Measures of success

- Site stays within all permit and consent limits, and any breach is reported as the permit requires
- Regulator returns and notifications submitted complete and on time
- Water and energy use per litre of milk on or below target
- Waste to landfill falling and recycling rate on target
- ISO 14001 certification held with no major non-conformances, where the site holds it
- Incidents and complaints investigated and closed out on time
- Environmental training completed by all staff as planned

Working conditions and safety

Mainly day-based on a production site, with time split between the office, the plant and the effluent treatment plant, which may be outdoors in all weathers. Out-of-hours call-outs for incidents and spills may be needed. The work involves walking the site in noisy, warm or wet areas near moving machinery and treatment tanks; PPE and training are provided.

- Follow health and safety rules and safe systems of work, and wear the correct PPE
- Follow food safety, hygiene, HACCP and quality procedures at all times
- Report hazards, accidents, near misses and concerns promptly

This job description outlines the main duties of the role. It is not a complete list, and the employer may update it as the business changes, in consultation with the jobholder.

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