

<b>ROLE PROFILE</b>	
<b>Job Title:</b>	Sensory Panel Leader
<b>Level:</b>	
<b>Reports To:</b>	Sensory Scientist 1
Context/Scope:	<p>The role focusses on Day to day management and continuous training of the panel. Screening, integrating and training new panel member to join as required. Executing projects with leadership ensuring the panel delivers objective data in line with good sensory practice. Maintaining quality of results against set KPIs regarding panel performance</p> <p>This role ensures that the panels and projects are executed to the highest standards.</p> <p>This role would also assume responsibilities to ensure compliance with all Synergy and BAT SOP's and requirements.</p>
a) Leadership Responsibilities	<ol style="list-style-type: none"> <li>1. Be a strong panel leader with sensory panel, managing day to day interface with Synergy – Synergy panellists</li> <li>2. Strong participating member of sensory team, bringing ideas to improve services and current WOW to team members</li> <li>3. Ability to manage time and organise tasks within timelines agreed with manager</li> <li>4. Ability to identify and bring to manager's attention issues that arise, need manager's intervention and propose improvements to ways of working</li> </ol>
Top Accountabilities	<ol style="list-style-type: none"> <li>1. Maintenance, motivation and continuous improvement of established sensory panel in standard descriptive and new methodologies whilst evaluating traditional and new generation products.</li> <li>2. Lead panel under direction of sensory manager to execute projects and analyse data leading to insights and following best practices whilst ensuring health and safety is adhered at all stages.</li> <li>3. Preparation and organisation of samples in an efficient and orderly way to ensure smooth running of the panel sessions.(Including liaising with sample team to understand preparation, coding and blinding, charging and preparing devices, cleaning)</li> <li>4. Ensure orderly scheduling, preparation and flawless execution (including Compusense file set up).</li> <li>5. Accountability for panel performance monitoring, training and feedback.</li> <li>6. Where necessary recruiting, on-boarding and ensuring new panel members are integrated and perform descriptive capabilities within agreed timelines (ability to describe, consistently rate and discriminate).</li> <li>7. Data analysis and reporting of routine evaluations as required by the sensory manager.</li> </ol>
Skills, Qualifications and Experience Required	<ul style="list-style-type: none"> <li>• BSc or Masters, or with equivalent experience.</li> <li>• Strong interpersonal and communication skills</li> <li>• Ability to function independently and demonstrated ability to coordinate small projects.</li> <li>• Pro-activeness to voice opinion with a team</li> <li>• Organisation, ability to follow procedures, attention to detail and self-motivation.</li> <li>• Computer skills including Word, Excel and Outlook calendar management.</li> <li>• Positive attitude and ability to work with a diverse team through phone/ email and face to face contact.</li> </ul>

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