

Job Title:	Production Operator (Rigid Build) – FP4
Reporting Line:	Team Lead - Shift
Direct Reports:	None
Site:	South Molton
Role Purpose:	<p>Working as part of a team to achieve the required output and quality in a timely, efficient, in a safe and cost-effective manner.</p> <p>Playing an integral role within the Department by providing support to the Working Cell Lead and Team Lead to ensure the efficient operation of the process.</p>

Key Areas of Responsibility	
General	<ul style="list-style-type: none"> ➤ Setting and maintaining high safety standards & quality standards for your own and fellow colleague's achievements ➤ Accident & Near Miss reporting ➤ Participating in team briefings/crew talks. ➤ Setting and maintaining high standards of housekeeping including 5S ➤ The ability and attitude to train in one or more of the specialist roles within the department including Rigid unit build, Mobile equipment operating, use of machinery (automatic and manual), Order picking. ➤ To ensure all controlled documentation is accurately and consistently completed. ➤ Using IT skills to record production data. ➤ Flexible in work attitude to work within other departments on site
Health and Safety	<ul style="list-style-type: none"> ➤ Ongoing and proactive participation in the Stronger Together safety culture and associated initiatives and activities ➤ Visible commitment to the Norbord Safety Star and Expectations Programme ➤ Comply with Health & Safety requirements: as per training, policies, procedures, risk assessments, method statements, safe systems of work etc. ➤ Ensure that PPE issued, is kept and maintained in good condition ➤ Actively seek to improve safety culture. ➤ Report any H&S issues/accidents/near misses to your line manager immediately.

Other	<ul style="list-style-type: none"> ➤ Follow Risk Assessments and Safe Systems of Work detailed to the task ➤ Attend training as required to maintain personal qualification/competence. ➤ Any other duties as required by line management.
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Key Areas of Accountability	Accountabilities
Vision Values	<p>Trust, Excellence and Customers are the 3 words that summarise Norbord's values. These common set of values have been adopted through open communication and dialogue reflective of mutual respect. It is expected that any post holder also adopts this common set of values unconditionally. The collective goal is that we set clear objectives and deliver on all promises and commitments, whether engaged with customers, suppliers, fellow employees, shareholders or the community at large.</p>
Safety Leadership	<p>One of our strategic priorities is to operate our South Molton site with an interdependent safety culture and top decile safety performance, therefore any post holder must be prepared to display visible leadership and commitment to the Norbord culture at all times. We are committed to the health and wellbeing of our employees, contractors and visitors by creating, maintaining and continually improving a safe working environment. Working safely is a condition of employment.</p>

Qualification(s) / Experience

- Individuals should be prepared to work in a busy factory environment within a large team.
 - Flexible to undertake a wide range of duties.
 - A 'Hands-on' individual, with a positive 'can-do' approach to ensuring production and quality standards are achieved and maintained.
 - Ability to undertake extensive periods of manual work, assisted with automated equipment such as lift tables.
 - The role requires the individual to be capable of problem solving and fault finding.
 - Ability to work as part of a team with good verbal and interpersonal communication skills.
 - A desire to develop within the department and participate in new opportunities.
 - Full training will be provided
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Agreed and signed by:

Job Holder:

Date

Manager:

Date: