



Sorting Operative

General:

You will be required to work on a conveyor line bag opening and sorting recyclable materials and in the baling hall moving materials and operating process plant which will require good hand/eye co-ordination. You may be required to work outside on a rotational basis to manually sort kerbside recycling bags into recycle type. You will undertake cleaning and maintenance duties within the sorting hall. Other sorting or manual handling activities may be required from time to time.

You will be required to follow the Company Health & Safety policy at all times. Cae Post will provide you with a workcoat, safety glasses, safety gloves and safety boots (Personal Protective Equipment, PPE). It is the responsibility of the sorter to ensure at the start of each shift that his/her PPE is in order and if necessary report any shortages/damaged items to the works superintendent and obtain and sign for any replacement item. All PPE issued will be washed and cleaned by Cae Post Ltd.

Full training in sorting and manual handling activities is provided. You may be offered training in other areas of the plant including forklift and Merlo driving, and driving/manning our collection vehicles.

You will be working alongside people with learning disabilities.

Hours of work:

Monday to Friday, 8.00am to 4.00pm.

Person Specification:

Essential skills and experience:

- Be capable of sustained physical activity
- Be able to stand for periods of time
- Good hand/eye co-ordination

Desirable skills:

- Have prior knowledge/training of manual handling techniques
- Ability to drive 7.5 tonne vehicle
- Previous experience of fork lift driving

Personal qualities:

- Be committed to the social and community objectives of Cae Post Ltd
- Be a good communicator and get on well with others
- Be capable of working in a team situation
- Possess a caring nature and a positive attitude to disadvantaged and vulnerable members of society
- Formal qualifications not necessary but you should have a willingness to commit to personal development

Salary:

£7.20 per hour, equates to £14,040 per annum

6% company pension after completion of three month probationary period

Holiday:

The holiday year begins on 1st April and ends on 31st March each year. You will receive a paid holiday entitlement of 5.6 working weeks (pro rata) inclusive of any public/bank holidays.