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MANUFACTURERS OF THE WORLDS LARGEST RANGE OF DISC BRAKES FOR ANY VEHICLE

Job Description – Gatehouse Operative

EBC Brakes are looking for a Gatehouse Operative to work at our World HQ in Pineham, Northampton, NN4 9EF on an alternating 2/3 day per week shift basis:

WEEK ONE SHIFT: Monday & Tuesday 06:30-18:30 (30-minute unpaid lunch break daily) = 23 hrs

WEEK TWO SHIFT: Wednesday & Thursday 06:30-18:30 and Friday 06:30-13:30 (30 min unpaid lunch break daily)= 29.5 hours

NOTE: Some flexibility on these hours may be considered to suit the right applicant; however, you must be in a position to and be prepared to work additional hours to provide some holiday cover for the other member of the team throughout the year.

Pay: £9.78 per hour

PRIMARY RESPONSIBILITIES

- Locking up and securely closing up the site at the end of the day at 18:30 (13:30 on Fridays)
- Welcome all site visitors, contractors and drivers, controlling access to and exit from the site, and ensuring compliance with Company procedures.
- Direct drivers and visitors to the relevant site destination.
- Liaise with emergency services and support with health & safety procedures in the event of an emergency, such as a fire or presence of unauthorised persons.
- Communicate effectively with all departments in relation to visitor arrivals.
- Operate and monitor the CCTV system in accordance with the CCTV Policy.
- Conduct and log random searches of employees and visitors/drivers.

KNOWLEDGE AND SKILLS REQUIRED

- Previous experience in a similar role is preferred but not essential (SIA license is NOT needed).
- Knowledge of security systems including CCTV is preferred but not essential as full training will be provided.
- Effective communicator and the ability to interact effectively with people.
- Desirable - hold a full UK/EU driving license and have own transport.

BENEFITS:

- Free on-site parking.
- Uniform provided.
- Employee discount on EBC products.
- Cycle to Work Scheme (salary sacrifice)