

## No2 Binding -finishing operative

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Company: Winners Recruitment

Location: United Kingdom

Category: other-general

No 1 Binder Operator - £25,819-£29,639 per annum  
No 2 Binder Operator - £24,253-£25,296 per annum  
No 1 Stitcher Operator - £25,082-£27,331 per annum  
Folder and Guillotine Operator - £24,167 per annum  
Muller Martini Corona/Prima/Tempo line experience preferred  
Overtime opportunities  
7 weeks holiday  
For any out of county candidates, RELOCATION ASSISTANCE can be discussed at interview stage  
Average 39 hours per week  
12 hours shifts – 06.00am-18.00pm OR 18.00pm-06.00am with a 1 hour paid break  
Predominantly working 3 shifts a week, with 13 extra shifts to be worked throughout the year  
DAYS – You will work Monday-Wednesday days for 4 weeks, then rotate to Thursday-Saturday days for 4 weeks. You will be required to work 13 extra shifts per annum which will predominately fall on Sunday days. It will be a maximum of 9 Sunday days and the remaining 4 will be required during the week  
NIGHTS – You will work Sunday-Tuesday nights for 4 weeks, then rotate to Wednesday-Friday nights for 4 weeks. You will be required to work 13 extra shifts per annum which will predominately fall on Saturday nights. It will be a maximum of 9 Saturday nights and the remaining 4 will be required during the week.  
All shifts, including extras are worked consecutively.  
Overtime is also available on a voluntary basis. The successful candidate will be responsible for managing the running of the perfect binding/stitching lines to produce perfect bound products to the highest quality and as efficiently as the job and machinery will permit. Duties include,  
Follow job bag instructions, ensuring all crew members understand their function.  
Set up machinery to produce job in line with job bag instructions.  
Allocate tasks to crew members and ensure all crew members remain on line and do not leave allocated tasks without prior permission.  
Keep work area tidy and

machinery in good order, reporting maintenance problems to manager/engineering manager in line with quality system. Quality problems should be recorded on problem logs and the supervisor/manager informed. Follow all checklists ensuring time stamps are taken at correct intervals. Ensure all work is correctly labelled and quarantined procedures are adhered to. Communicate all additional work over and above that detailed on job bag to supervisor/manager to ensure additional charges are sought where applicable. Perform all other functions and duties as required or requested by the management of the company. Operate, set, adjust and maintain the designated Finishing line as necessary to achieve optimum performance and output to meet the production schedule and performance matrix. Supply finishers or distributors with quality publications in a well presented manner which optimises the onward transmission process. Ensure all paperwork is accurately processed. Ensure all housekeeping standards are adhered to. Ensure Company Health, safety and environmental procedures are enforced and adhered to by the complete crew. Strong numeracy and literacy skills are essential. Applicants will also need to demonstrate the necessary flexibility, enthusiasm and drive to work within a busy department. Please send your CV with a covering letter supporting your application to: The Company's Information Notice can be found on the Company website. This notice sets out how your personal data will be processed and retained.

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