**Job Title**: Site Manager Needham Market  **Hours:** 45 hours per week (Monday – Friday 7:30am – 5pm)  
**Location:** Needham Market, Ipswich   
**Duration:** Permanent  
**Reporting to:** Operations Director

Line Managing: Transport Manager and team, Yard Supervisor and teams inc Plant Operatives and Weighbridge operators

**Salary:** £ competitive salary, depending on experience

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| Sackers is a family owned and managed business, with revenues of over £60 million per year. We employ over 85 staff and have strong future growth plans. We pride ourselves on being the sustainability experts and aim to recycle 95% of the material we receive.  Sackers provide full waste solutions for Suffolk and has two sites situated near Ipswich - at Great Blakenham and Needham Market. One site is for scrap metal processing and the other is for commercial waste disposal and scrap metal processing. We offer commercial waste collections, skip hire and scrap metal recycling.  We have invested, and continue to invest heavily in new equipment and technology to give us cutting edge processes to create a strong and competitive position in the area. We have the only processing plant of its type in East Anglia, we are unique to the area and able to recover, process and sell the metal and recycled commodities to many different countries.  We care about and invest in staff and their personal career development. We have a track record of growing our own talent, we’ve had staff grow with the business into senior leadership roles.  If you have the desire, we will embrace it. |

**KEY RESPONSIBILITIES**

Working in a professional manner as part of the management team, supporting the Operations Director to ensure production and maintenance at the Needham Market site meets targets and runs smoothly with minimal downtime and maximum output. Work productively and co-operatively with peers and colleagues to drive efficiencies while ensuring the site remains safe and adheres to all SHEQ requirements.

**Duties and key responsibilities**

* Lead the Needham Market site to work efficiently and effectively to drive productivity.
* Ensure production planning processes are aligned with customer demands and shipping needs.
* Appropriately plan, manage and deploy all resources (people, plant, finances)
* Work co-operatively with the SHEQ Manager and team to ensure all site processes are aligned with SHEQ requirements and commitments.
* Work effectively and co-operatively with the Engineering Manager to ensure the maintenance plan is aligned with production requirements and shipping plans, showing leadership and ownership of outputs.
* Lead the management of our in-house fleet (approximately 15 vehicles) through line management of the Transport Manager, ensuring assets and logistics are well planned and managed
* Responsible for site HR processes, taking support and advice from the HR team to ensure all HR processes and policies are followed in a consistent manner, aligned with the rest of the company. This includes but is not limited to, reporting and managing absences, conducting appraisals, training plans, probation reviews, investigations, performance and disciplinary management processes.
* Support all staff on site to ensure they have the skills and training to fulfil their role requirements, spotting and nurturing potential talent for future progression.
* Work closely with the Operations Manager at Great Blakenham to build good working relationships between sites and support the overall company operations to be seamless and consistent.
* Communicate clearly, effectively and appropriately to colleagues at all levels.
* Ensure vehicle movement from our own fleet and visiting vehicles is conducted safely around site.
* Recognise good performance and address poor performance pro-actively, taking support and advice from the HR team and the Operations Director as appropriate.
* Lead by example having a positive leadership and attitude approach.
* Ensure your teams work effectively and cohesively.
* Support supervisors to manage and coordinate their teams to work effectively.
* Provide data and reports as required, in a clear, concise and agreed format.

**Experience**

* Proven and substantial experience in managing an operational site of a similar nature.
* Proven line management experience.
* Experience in managing transport and logistics
* Experience in contributing to business strategy formation and delivery.
* Providing reports including data, evidence and reasoning.

**Essential Knowledge**

* Knowledge and skill in working to and meeting/ exceeding KPIs/ targets.
* Knowledge and experience in operating a production facility with transport elements
* Knowledge in operating, managing and running a waste collection transport team or similar.
* Knowledge of SHEQ requirements as relates to the site operational processes.
* Utilising numerical data to produce reports and explanations of processes and performance.

**Desirable Knowledge**

* Knowledge in operating, managing and running waste management processes
* Knowledge in operating, managing and running a granulator or similar.
* Transport CPC would be useful
* Knowledge of world class manufacturing (WCM)

**Personal attributes and other requirements**

* Proactive, positive and inclusive leadership approach.
* Proactive approach to identifying and raising areas for improvement in efficiencies and performance.
* Ability to motivate teams and individuals.
* Resilience with the ability to work well under pressure.
* Confidence and determination to raise ideas, appropriately challenge current practices and drive change.
* Team player approach to work with colleagues and experts across the business.
* Independent thinker, with the ability to think outside of the box.
* Business-focused and committed, with a flexible approach where needed.

The above tasks are not exhaustive and you may be required to perform other duties that reasonably fall within your remit.