

## Compliance Officer – South Molton

**Hours:** Monday to Friday 8.30am to 5pm

**Salary:** £20,000 - £25,000 dependant on experience

**Location:** South Molton

We are seeking applications for a compliance officer to provide administrative support to our Technical and Health and Safety Manager at our particle board and furniture manufacturing facility in South Molton. This is an opportunity to join the business and become part of a team during an exciting and demanding period of growth. This is an ideal opportunity for an ambitious, quality focused individual with a good eye for detail to progress your career in a successful, international business.

A typical day will involve document administration, creation, publishing and control. You will also be analysing our waste levels across site and identifying the causes and making recommendations. Preparing and hosting audits will be a monthly activity and ensure that the actions are closed out in a timely manner.

Ideally, you will have previous working experience in a manufacturing production environment. It would highly advantageous if you have a general knowledge and understanding of ISO 14001, ISO 9001 2015 and ISO 45001.

To find out more about the role or for more details, please contact Simon McIvor on 07584 580 801 or email [simon.mcivor@norbord.net](mailto:simon.mcivor@norbord.net).

### Benefits:

- Bike to work scheme
- Childcare
- Company events
- Company pension
- Employee discount
- On-site parking
- Profit sharing
- Sick pay
- Wellness programmes

#### OUR VALUES



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