

Polypipe Civils & Green Urbanisation

HSQEP Apprentice, Horncastle

We are looking to recruit an HSQEP Apprentice based at our Horncastle site reporting to the Training and Development Coordinator.

This is an entry level role for candidates interested in embarking on a career in Health, Safety, Quality, Environment and People supported by an appropriate HSQEP related learning and development programme.

The HSQEP Apprentice's primary aim will be to support with routine administrative tasks, conformance for our department training schedules, data capture & reporting as well as involvement in Continuous Improvement and strategic projects.

It is advantageous that the successful candidate has a clean UK driving licence as they might have to occasionally travel to our Loughborough site.

The main responsibilities and tasks of the role include:-

- Support the Training & Development Co-ordinator as & where necessary.
- To ensure data is input accurately onto employee development program (Foundation 4 the Future).
- Plan and co-ordinate training programs in accordance with the site departmental training plan
- Ensure compliance to GDPR and other relevant policies including audits/inspections.
- To work in a safe manner in accordance with Health & Safety at Work Act and all statutory regulations and internal procedures.
- Administer relevant computer-based training systems.



- Undertake audits within the organisation's locations.
- Promote and support Continuous Improvement with the organisation.
- Any other duty that can be reasonably expected.

We are keen to hear from candidates who have good communication and presentation skills, a high attention of detail and who are computer literate. You will need to be a self-motivated and well organised worker with a methodical work ethic. To be successful you will need to have ideally attained a minimum of 5 GCSEs at pass grade (C / 4) or above.

People are at the forefront of everything we do, we have a unique culture where you can be yourself, contribute your ideas to make continuous improvements and take pride in achieving results to support the overall success of our growing business. We recognise the value of investing in our people through comprehensive training and personal development courses. Along with a competitive rate of pay, a variety of shift options to support a healthy work-life balance our comprehensive benefits package which includes: -

- Save as you earn Sharesave Scheme
- Monthly attendance bonus for hourly paid employees
- Bonus schemes (Monthly commission upon completion of probationary period)
- Contributory pension scheme
- Life assurance (linked to pension scheme membership)
- Access to a variety of high street discounts via our Network Benefits employee benefit
- Cycle to work scheme
- Free flu vouchers
- Various health & wellbeing initiatives including complimentary occupational health on-site physiotherapy and counselling services
- Employee Assistance Programme with 24/7 confidential telephone helpline support
- Staff discount on all Genuit Group products



- Free on-site parking

Should you wish to apply for this position please send your CV and covering letter to civils.careers@polypipe.com

A large, light blue watermark of the Polypipe logo is oriented diagonally across the page. The logo consists of a stylized '@' symbol on the left and the word 'POLYPIPE' in a bold, sans-serif font on the right.

