

TRENT CONCRETE LIMITED

Job Description

JOB TITLE:	MIXER OPERATIVE
DEPARTMENT:	CASTING DEPARTMENT
RESPONSIBLE TO:	CASTING FOREMAN / JUNIOR FOREMAN
RESPONSIBLE FOR:	THE MIXING AND PRODUCTION OF CONCRETE
MAIN PURPOSE OF JOB:	TO ENSURE THAT PRODUCTION AND MIXING OF CONCRETE IS CARRIED OUT AS EFFICIENTLY AS POSSIBLE GIVING PARTICULAR ATTENTION TO QUALITY AND SAFETY

MAIN DUTIES AND RESPONSIBILITIES:

Working in either of the two casting shops, the post-holder will carry out the duties associated with the mixing of concrete for the production of precast units. The job will include:

- Ensuring duties are carried out to agreed health and safety requirements and make sure company quality standards are met;
- Checking that all machinery / equipment is in good working order and report any faults to the casting foremen;
- Working to the instructions of the casting shop foremen with regards to the casting programme;
- Operating the mixer and associated machinery;
- Following set method of mixer operation;
- Ensuring materials are prepared in readiness for mixing;
- Operating forklift trucks;
- Completing paperwork as required;
- Maintaining machinery and work area;
- Be flexible with regards to working hours;
- Operate safely and efficiently at all times;
- Any other reasonable duties within the factory as required by management;
- Operating other machinery if trained and authorised to do so by management;

The post holder must also have the following attributes:

- Be self-motivated and able to work on own initiative;
- Have an eye for detail;
- Be able to read, understand and operate the control console;
- Maintain high levels of concentration;
- Have basic arithmetic abilities;
- Be methodical

Full training will be given covering all operations and duties