



Vacancy – Industrial Trainer

With over 60 years of chemical manufacturing heritage and an established reputation for excellence, Briar Chemicals is focused on providing the best contract manufacturing and site services to customers in the agrochemical, fine and specialty chemical industries. Based in Norwich, Norfolk, Briar Chemicals is a leading large scale chemical company delivering customers' needs utilising its broad asset and technology base underpinned by its quality driven project management.

We currently have an exciting opportunity for an **Industrial Trainer** to join the HR & Training Department.

Reporting to the Head of HR, the Industrial Trainer is responsible for the development and delivery of Industrial training and competency to both Briar and contractor personnel to comply with or exceed all legislation and site or company standards. The post holder will lead continuous improvement in all aspects of the training.

The Industrial Trainer will develop and deliver training requirements and improve operating standards through coaching and mentoring of the operators to achieve a consistent approach across the operational group. We are looking for someone who is passionate, organised, creative and proactive, with highly effective interpersonal skills and IT skills.

Key duties include:

- To carry out the Training, Assessment and Internal Verification of the competency of candidates for the awarding of QCF and oversee the continual progression of QCF candidates through assessment and verification of portfolios, in conjunction with other assessors. Specific areas of study are Process Industry Operations (PIO) at level 2, and Mechanical Manufacturing Engineering (MME) at level 2.
- To act as the Internal Verifier for portfolios prepared by other assessors.
- To take the lead role in the implementation of vocational qualification requirements within operations. This will include:
 - being fully conversant and up to date with QCF systems and administration and implement them at Norwich such that centre approval is maintained.
 - keeping fully up to date with developments and standardisation of QCF practice and implement them at Norwich. This will include involvement with EQA visits.
 - collaborating with HR, the training department, and other assessors and IVs for scheme development and implementation.
- To act as mentor, or to provide access service to other mentors, for those carrying out their qualification requirements.
- To evaluate, develop and co-ordinate competencies associated with Emergency Response.

- Develop, implementation and monitoring of apprentice mentor programmes
- Work with the wider HR team to maintain systems/processes to ensure effective training
- Make full use of apprenticeship levy and maximise any available grants/funding and accessing resource.
- To develop, deliver and competence assess the Basic Engineering training for the operations team, maintenance group and external contractors.
- To lead and develop the Briar Chemicals Ltd competency management system.
- To design, document and carry out competency assessments for task such as fork truck use, pressure washer use.
- To provide, in conjunction with operations administration, an administrative service for the timetabling and recording of industrial training for existing employees and new starters.

Qualifications and experience

Essential

- Training experience from within a factory/industrial setting. Experience of teaching, coaching or training others.
- The ability to identify training needs and assess learners using a variety of learning styles which adapt to the learner
- Good IT skills – Word, Excel, PowerPoint
- Experience of implementing competency management
- A recognised Competency Assessment Award. Experience of assessing others and giving effective, constructive feedback

Desirable

- A formal qualification or apprenticeship in a mechanical field, coupled with recent practical experience.
- ONC /HNC in Engineering
- L3/L5 CIPD Diplomas in L&D
- Forklift Truck Instructor Qualification or willingness to obtain one
- Experience in the sector of Process Industry Operations

Additional Information

The successful candidate will need to be willing to work flexible schedules/shifts as needed, and have a 'can do' attitude with a willingness to learn. Candidates will be expected to demonstrate excellent communication, including presentation skills. Well-developed problem solving and organisation skills are essential. It is important that the candidate has a strong sense of personal and professional integrity and a drive for the improvement of learning & development.

This is a permanent position, Monday to Friday, 39 hours per week, however alternative work patterns may be considered.

What we can offer you

In addition to a competitive salary, we offer the following benefits:

- ❖ 25 days' annual leave plus Bank Holidays.
- ❖ Group Personal Pension scheme - we will match your contributions, plus 2% extra, up to a maximum of 10% employer contribution.
- ❖ Non-contractual company bonus.
- ❖ Contributory Private Healthcare scheme.
- ❖ Employee Assistance Programme
- ❖ Life Assurance
- ❖ Flexitime
- ❖ Cycle to Work scheme.
- ❖ Free, onsite car parking.

The closing date for this vacancy is 28 September 2022.

If you are interested in this exciting role, within a highly regarded, privately owned and successful chemical manufacturing company, then please apply in writing to Human Resources, Briar Chemicals Ltd, Sweet Briar Road, Norwich NR6 5AP or email HR.Office@BriarChemicals.com submitting a detailed CV and covering letter, stating why you believe you are a suitable candidate.