JOB VACANCY: PORT SORTER

We are recruiting for a Port Sorter to carry out predominantly manual labour dealing with day-to-day cleaning and maintenance. You must be able to work diligently with minimal supervision and be able to follow instructions. From time to time, work of a different nature may be available in other areas of the site as part of the company's commitment to the training and development of the workforce.

LOCATION: Long Marston

WORKING HOURS: 43.75 hours per week, 07:45 - 17:00 Monday to Friday.

CONTRACT TYPE: Permanent

KEY RESPONSIBILITIES:

- Keeping to Health and Safety rules and complying with safe working practices at all times.
- Wearing Personal Protective Equipment (PPE) and clothing in line with company policy.
- Conveyor belt picking.
- Removing blockages from machinery.
- Keeping areas clean and free from any hazards.
- Shovelling and cleaning of all waste materials and dirt.
- Moving items with a Forklift as requested (must be suitably qualified).
- Maintenance of site buildings and surfaces when required.
- Directing high volume vehicular traffic on entry and exit to the site.
- Directing all vehicles to appropriate tipping areas, ensuring safe tipping procedures.
- Liaising with drivers and weighbridge operators.
- Carrying out any additional duties that may be reasonably requested from time to time.
- Complying with Company policies and procedures as defined in the Employee Manual and the post. holder's terms of employment.

KEY COMPETENCIES:

- Basic literacy and numeracy skills.
- Ability to understand signage and verbal instructions primarily for reasons of Health and Safety.
- Good interpersonal skills.
- Ability to work with a team.
- Ability to work on own initiative if required.
- Excellent time keeping and attendance.
- Compliance with all aspects of the Employee Manual.
- CMS Certificate of Competence in relevant modules.

ESSENTIAL SKILLS

- Ability to read signs, forms, instructions, manuals applicable to the role.

DESIRABLE SKILLS

- GCSE grade 3 (D) or above in English and Maths.

APPLICATIONS:

Please either complete an application form or email your CV and covering letter to:
recruitment@s-norton.com

POSTED: NOVEMBER 2026.

NO AGENCIES PLEASE.