



Company	OMEX Agriculture Ltd.
Main Site	Estuary Road, Kings Lynn
Job Title	Site Manager
Contract Terms	Full time, Permanent

OMEX

OMEX is the market leader in liquid fertilisers in the UK, manufacturing and exporting a unique range of plant nutrients and crop health promoters nationally and internationally. OMEX is an innovative and exciting place to work.

Overview of Role

We are looking for a self-motivated, enthusiastic and disciplined individual accountable for safe, efficient and reliable operation of our Estuary Road site.

Key Responsibilities

- **Delivery of Site Performance:** Deliver site performance in line with business objectives and the annual business plan.
- **Stock and Stock Control:** Responsible for stock and stock control at the Estuary Road site and associated external stores, for both the Specialities and Multiflo range, ensuring accurate stock control.
- **Production Planning:** Supporting the Specialities Planner and the commercial team on production planning.
- **Safety and Compliance:** Ensure all work is carried out safely, applying risk assessments and safe systems of work, while maintaining compliance with health, safety, quality, and environmental management systems. Lead investigations and reviews into any safety or compliance issues.
- **Continuous Improvement:** Develop a culture of continuous improvement within the team, suggesting and implementing changes to improve site safety, efficiency, and productivity. Implement the site's long-term improvement program and operational excellence initiatives.
- **Team Leadership:** Establish a strong team, communicating effectively to maintain high team morale. Drive team competence, discipline, and ensure high-quality compliance through developing and enforcing procedures.
- **Training and Development:** Ensure relevant training is identified, delivered, and up to date, supporting workforce development and retention efforts. Regularly monitor staff training and mandatory certifications.
- **Resource Management:** Allocate resources effectively to react to work priorities and production demands. Manage staff, equipment, and materials efficiently to meet production schedules.
- **Maintenance Oversight:** Organise the repair and routine maintenance of production equipment, site services, and facilities. Oversee regular site inspections to ensure compliance with processes.
- **Documentation and Reporting:** Compile and maintain accurate records of production activities, including stock control, inspections, and compliance reports. Provide regular updates to senior management on site performance, risks, and improvement plans.
- **Customer Service and Collaboration:** Collaborate with the commercial team to ensure customer requirements are met. Maintain open communication with key customers to proactively address issues.
- **Supplier and Vendor Management:** Manage vendor performance and contracts for site maintenance.

- **Emergency Response:** Maintain and manage emergency response procedures, providing emergency support as required. Lead crisis and risk management strategies, including site contingency and business continuity planning.
- **Compliance with Regulations:** Ensure the site meets local and national regulations regarding safety, environmental, and chemical industry standards, including audits and certification processes.
- **Sustainability Initiatives:** Implement environmentally sustainable practices, reduce waste, and optimise resource use. Collaborate on company-wide sustainability programs and track environmental performance indicators.
- **Budget and Financial Management:** Develop and manage the site's operational budget, ensuring cost control and efficient resource use to meet financial targets.
- **Innovation and Technology:** Drive the adoption of new technologies and automation to improve site operations. Work with IT and engineering teams to integrate software solutions for better production planning and reporting.
- **Stakeholder Engagement:** Represent the site in meetings with senior management and stakeholders, offering insights and reports on production progress, risks, and strategic plans.
- **Crisis and Risk Management:** Lead and update site contingency plans, ensuring preparedness for potential risks or emergencies.

Qualifications, skills and experience

The successful candidate is likely to be degree qualified in a technical subject and must have experience of leadership in an industrial manufacturing environment. Experience in compliance with safety, environmental, and quality management systems is essential, along with a good understanding of best practices within the chemical industry.

The successful candidate must be capable of working to tight timescales, delegating effectively, working comfortably under pressure, and being an approachable leader.

Desired attributes include:

- Proven track record in operational leadership, management, and employee development.
- Flexibility and willingness to take the lead in challenging existing knowledge and processes.
- Computer literate, with competence in Microsoft Office. Experience with Microsoft Navision Dynamics would be advantageous.
- Excellent written and oral communication skills.
- Ideally possess NEBOSH NGC (or equivalent) in Occupational Health and Safety.
- Full UK driving license.

Working Hours: Standard working hours are 45 hours per week, from 7:00 am to 16:30 pm, Monday to Friday. Additional hours and weekends are expected during peak production times.

The post holder should support the OMEX team in excellence for the Vision strategy & Focus on the Values of the business (see below).

Vision Strategy	
Product Performance	Provide products that consistently meet / exceed expectations. Products that are reliable, efficient, accurate, easy to use and provide optimal nutrition to crops resulting in excellent crop yield, quality and sustainability.
Logistics	Maximum customer satisfaction achieved through efficient infrastructure, accurate demand forecasting, effective system management and cost optimisation.
Technical Support	Commercial teams possess a deep understanding of products and application to help farmers use fertilisers more efficiently, have effective communication skills, respond in a timely manner and have a customer centric approach.
Quality	Consistently high-quality standards achieved in operations through continual evaluation of processes and product formulations to eliminate problems.
Safety	Superior safety standards achieved through establishing a strong safety culture where employees recognize the importance of safety, feel confident in reporting hazards and have the necessary training to work safely.
People	An engaged, motivated and loyal workforce that are encouraged, empowered and given a work environment that provides opportunities to reach their full potential.

FOCUS on Values	
Fulfilment	<ul style="list-style-type: none"> ● Happy ● Motivated ● Challenged ● Rewarded ● Developed ● Appreciated
One-Team	<ul style="list-style-type: none"> ● Communicate Well ● Support Others ● Align with decisions ● Involve the right people
Collaborate	<ul style="list-style-type: none"> ● Build partnerships based on trust and respect both internally and externally
Use a Strategic Mindset	<ul style="list-style-type: none"> ● Maintain a long-term perspective ● Innovate ● Think Broadly ● Be willing to change ● Use data to drive decisions
Strong Execution	<ul style="list-style-type: none"> ● Focus on priorities ● Coordinate resources ● Clear accountability ● Work at the right pace ● Don't cut corners