Norbord Inverness
Technical Manufacturing
Modern Apprenticeship Programme
SVQ 2
About Us

Norbord Europe, part of Norbord Incorporated, is a world-leading manufacturer of wood-based panel products, specialising in OSB (Oriented Strand Board), MDF (Medium Density Fibreboard) and Particleboard.

Norbord Inc. has its head-quarters in Toronto, Canada, and is listed on the Toronto Stock Exchange & the New York Stock Exchange. In 2015 we successfully merged with Ainsworth Lumber Co. Ltd., increasing the number of plant locations to 17, across the USA, Canada and Europe, with approximately 2600 employees worldwide. Norbord are proud to be the world-leading manufacturer in OSB.

We pursue excellence in all areas of our business, achieved through a strategic focus on human resources and commonly held values – Trust, Excellence and Customers. This philosophy has to be adopted by each of our employees.

Norbord are strongly committed to the safety of our employees, contractors, customers and visitors and strive to comply with environmental, quality and construction standards. We are dedicated to developing our products, using the most sustainable materials to minimise costs whilst maintaining the quality of our product.

Find out more about us at www.norbord.co.uk

Norbord Inverness

Our Norbord Inverness plant was established in 1985 with one production line and a second line being built in 1994. We were the first of our Norbord mills to produce OSB. Since this time our dedicated workforce has continued to develop and deliver a prestige product and service. In 2016 Norbord Inverness were granted a £100 million reinvestment project from the parent Company, Norbord Inc. This project has allowed us to invest in a ‘Continuous Line Press’, which will more than double our current capacity of production to approximately 650,000 – 850,000 m³ in the first two years.

Apprenticeship Opportunities

We recognise that our future success depends upon the quality and talent of our employees.

Our Apprenticeship Programme aims to strengthen our manufacturing operations by recruiting Technical Manufacturing apprenticeships. Attracting, developing and retaining these resources are a key priority for us.

The Norbord Europe Apprenticeship Programme allows students the opportunity to gain hands on experience with a world-leading, international manufacturing company. The experience you gain will be of great value to your future careers.
Programme Outline

The Technical Manufacturing Modern Apprenticeship is 18-24 month programme consisting of a combination of theoretical learning and practical ‘hands on’ experience within the production process. Throughout the programme students will work closely with the college to build a comprehensive portfolio. The successful candidate will play an active role in running/operating the different areas within the mill, which will involve operating safely, understanding the operation of equipment, problem solving, reporting skills and communication.

To be successful for the Apprenticeship Programme students will hold Scottish National 4 Grades in English, Maths and a Science. The successful applicant will be a high energy problem solver who is resilient and detail oriented. Apprentices will be safety driven and flexible in order to meet the specific demands of the role.

Upon completion of the programme students will have the opportunity to apply for available permanent positions within the company.

Technical Manufacturing Apprenticeship Timeline

During the programme, students will spend approximately 1 day per week for 14 weeks at college. Each apprentice is required to achieve the following core skills in order to successfully complete the Modern Apprenticeship:

- Communication SCQF level 4
- Working with others SCQF level 4
- Problem Solving SCQF level 4
- Information and Communication Technology SCQF level 4
- Numeracy SCQF level 4

Candidates who have already been certificated as achieving Core Skills at the levels given above – either in the workplace or at school or college - do not need to repeat these Core Skills as part of the Modern Apprenticeship Framework.

As well as the above Core Skills, apprentices must also complete three mandatory assessment routes, plus a further three assessment modules which will be carefully selected by the college and Norbord. The majority of the programme will carried out on-site, working with trained and competent personnel.

Mandatory Assessment Modules:

<table>
<thead>
<tr>
<th>Assessment Route Title</th>
<th>Level</th>
<th>Credit Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complying with statutory regulations and organisational safety requirements</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Contributing to effective team working</td>
<td>5</td>
<td>17</td>
</tr>
<tr>
<td>Using and communicating technical information</td>
<td>5</td>
<td>5</td>
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Modules Selected by the College and Norbord:

<table>
<thead>
<tr>
<th>Assessment Route Title</th>
<th>Level</th>
<th>Credit Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conducting Business Improvement Activities</td>
<td>5</td>
<td>32</td>
</tr>
<tr>
<td>Carrying out fault location on mechanical equipment</td>
<td>5</td>
<td>31</td>
</tr>
<tr>
<td>Carrying out fault location on service systems and equipment</td>
<td>5</td>
<td>32</td>
</tr>
</tbody>
</table>
**Practical On-Site Training**

The apprentices will gain experience in all areas of the process where they will learn the skills required in order to be a successful operator. Key areas of the process are highlighted below.

**Wood room** – The logs are loaded onto the deck and transferred through the Debarker drum where the bark is stripped from the log. The log is then transferred to the Stranding machines, rotating discs made up of 48 blades which produce a strand of a specific thickness. The log(s) are held in place by a strap and the strands move forward hydraulically. The strands fall down a chute and are transferred to wet bins for storage.

Apprentices will spend time in the control room transferring the log(s) to the Debarker drum and the Stranders. This will involve training in control room tasks, working on the floor and being trained in the use of all relevant tools and equipment.

**Heat & Energy** – Three Dryers are currently used in the process and burn at around 800 degrees Celsius, providing an outlet temperature of around 110 degrees Celsius. The strands are dropped into the Dryers from the wet bins via a chute and are rotated through the dryers. The strands when dropped into the dryers have a moisture content of around 45-60%. The drying process will reduce this moisture content to around 8%. This is a critical part of the process.

The apprentices will be involved in training in control room tasks, working on the floor, following procedures and risk assessments.
**Blending/Forming and Pressing** – The dried strands go into blender drums where the strands are coated with resins and wax. The strands then get conveyed to the Forming lines. Two surface and one core layer form a panel. It is the consecutive layers laid at right angles which give OSB its strength. The mat is then cut and transferred into the press where temperatures of around 197 degrees Celsius to 215 degrees Celsius cure the resins and strands making a solid mat.

Apprentices will learn control room operation, use of quality related equipment, quality checks and maintenance checks.

**Cooling & Finishing** – The mats pass through coolers to remove the heat from the mat. The mat saw cuts the board to size. The mat is then strapped with plastic bands and transported to the warehouse for despatch.

Apprentices will be trained also in control room techniques and operation of equipment.
Testimonials

“As a student at Norbord, I was given the opportunity to manage my own projects from the very beginning. I was able to apply the knowledge gained in my studies in a new way, gaining valuable business experience while learning how to bring people together as a team.”

Jillian Tinto, Process Engineering Student

“My time at Norbord has allowed me to apply what I have learned as a student and expand this knowledge into different areas. From the start I was made to feel like a valued member of the team and encouraged to get involved in multi-discipline tasks where I was given support to advance my skills.”

Allison Day, Process Engineering Student

“Norbord gives you real challenges, which yields real results. The hands-on experience is second to none and the friendly staff are always ready to help. It is a great place to learn and become a valued member of a fantastic team.”

Matthew Crichton, Process Engineering Student

2016 Achievements

Record Year - 400,624 m3 (Net) production.

Confirmation of the Continuous Line for Inverness (£100 million project)

Unconditional recertification for Safety Star; the first site to have achieved 2 unconditional certifications.

How to Apply

If you are passionate about developing your skills and enhancing your learning and would like to evolve in an industry-leading organisation then we want to hear from you.

Please send your CV and cover letter to emma.eadie@norbord.net
**Values and beliefs**

We pursue excellence in all areas of our business, achieved through a strategic focus on human resources and commonly held values – Trust, Excellence and Customers. This philosophy has to be adopted by each of our employees.

Norbord are committed to supporting the success of our customers, with some of our customers stretching back as far as 30 years. Our main customer base includes: Builders and Timber merchants, Construction Companies Distributors and Major DIY chains. Our strong and loyal customer base serves as evidence to the quality of product and service being delivered.