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| Job Title: | Engineering Supervisor This position will primarily work on days but will be required to cover all shifts as required to meet the requirements of the role. |
| Department: | Engineering |
| Location: | |
| Closing date: | |
| Job Purpose | <ul style="list-style-type: none"> • Provide engineering support to the site and contribute towards a continual rise in factory standards. • Act as the co-coordinator for planned maintenance by liaising between Production, Planning, QA / Technical and Engineering to ensure all activities are planned and executed in an effective and controlled manner. |
| Dimensions | <ul style="list-style-type: none"> • Specific areas of accountability – ensure production efficiencies and performance against lost time targets are met, support the management team in identifying trends within the OEE data, and action corrective measures to eliminate the negative trends. • Team leadership – ensure the completion of all tasks assigned to the role and to shift Engineers are completed in line with the agreed timelines. |
| Main Responsibilities | <ul style="list-style-type: none"> • In conjunction with the Engineering Manager, prepare and update plant reliability lists with realistic timescales for completion of works. Provide specific support at the site plant reliability meetings to bring about line improvements by co-coordinating site engineers and external engineering contractors. • Become actively involved with the Engineering Manager and Project Co-ordinator on new installations prior to the capital investment being submitted. Ensure comments for solutions and improvements to line functionality are taken into account. • Ensure all Service Engineers and Contractors are issued with a Permit to Work whilst on site. • Ensure Health, Safety and Environmental measures are always taken into account and followed at all times. • Ensure food hygiene and all other site standards are always adhered too. • Ensure that all administrative and other routines for the day to day running of the engineering team is kept up to date (including time and attendance, holiday requests, sickness, return to work forms, overtime, production cover, engineering job cards and engineering log book entries). • Monitor and ensure that plant maintenance is always up to date and revised when necessary to accommodate new installations and OEE improvements. This activity must be planned around machine availability and any down-time requirements co-ordinated with the production planning department. • Take ownership on the day to day running of the engineering stores stock control and reordering levels using the SAP traffic light system. Ensure that |

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| | <p>fortnightly audits are carried out by Engineers.</p> <ul style="list-style-type: none"> • Create SAP engineering work requests with associated internal/external spares and follow them through to completion. • In the absence of the Engineering Stores person, raise purchase order numbers as required for the ordering of spare parts. • Control the weekly Engineering overtime cost control target that is set by the Engineering Manager. • Assist with engineering cover across all shifts during peak times, holiday periods and sickness. • Ensure the Engineering workshop is kept to a high standard in accordance with Health, Safety, Environmental and food hygiene standards. |
| <p>Skills/ Experience</p> | <ul style="list-style-type: none"> • Educated to HNC level in an engineering discipline or equivalent appropriate qualifications and experience • Must have been an apprentice (or equivalent) in electrical or mechanical engineering with appropriate experience (minimum of 5 years) and competence in engineering maintenance. • Proven people management skills essential. • Understanding of budgetary procedures and monitoring in relation to site engineering budget spend. • An understanding of and prior experience of delivering OEE performance targets and improvements. • Be able to review equipment performance and put forward and action improvements to deliver increased efficiency. • Knowledge of Engineering buying • Experience in planned maintenance and other improvement practices • Experience in engineering stores stock controlling with regular auditing • Ability to manage a team of engineers in regard to all manner of personnel issues |
| <p>Additional Information:</p> | <p>The company is committed to equality of opportunity. All applicants will be judged solely on their merits.</p> |