

JOB DESCRIPTION

JOB TITLE: Shift Engineer
DEPT: Desserts
REPORTS TO: Engineering Manager

SUMMARY:

The role of the Shift Engineer is primarily to support the running of the factory by resolving breakdowns and by delivering maintenance. Secondly they are also required to drive improvement across the site in terms of new machinery, hygiene, quality, and performance.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Maintenance - Breakdowns and Repairs & Planned Preventative Maintenance (PPM)

Responsible for all reactive and proactive maintenance work, whilst making sure it is carried out to the highest possible standards across the whole of the site.

- Expected to carry out all maintenance across the factory, in both a low care and high care environment;
- Attend to breakdowns onsite ensuring that there is always a rapid response and that plant equipment and machinery breakdown time is minimised. Always endeavour to reduce downtime of site plant and machinery; and
- Carry out repairs to plant and equipment during production, effectively and efficiently, either alone and/or as part of a team;
- To carry out PPM onsite whilst always ensuring that there is a pro-active approach to planned maintenance and a high PPM output;
- Deliver on plant uptime and maintenance KPI's through planned, preventative & predictive maintenance;
- Deliver improvement work on machinery and site improvement work; and
- Ensure Engineering time is managed effectively and that that there is low Engineering down-time; and
- Improve OEE.

H&S, Food Safety, and GMP

- Maintaining tools and equipment, so that they are in a safe working condition; as well as making sure that the workshop and plant rooms are safe environments at all times;
- Always adhere to Technical procedures and Good Manufacturing Processes (GMP);
- Work in a clean and orderly manner in compliance with the Company's Hygiene Code of Practice; and
- Ensure all Health and Safety standards are met and that all equipment complies with Company and legal standards.

Miscellaneous

- Maintain daily Engineering report log;
- Assist with stores organisation/stock control;
- Ensure work orders are completed on time;

- Liaise effectively with external contractors;
- Able to operate the effluent treatment plant when required;
- Willing to learn new skills (on and off the job) and train others if and when required; and
- Represent the Engineering department in production meetings and contribute to effective communication within the Engineering team;
- Make sure that there is good reporting and communication channels in place between Production, the Engineering team, and Engineering management;
- Develop and maintain good working relationship with Production Managers; and
- Present a good image of the Engineering department, act in a professional and positive manner at all times.

SUPERVISOR RESPONSIBILITIES

None

QUALIFICATIONS

- Minimum of 3 years engineering experience;
- Multi-skilled with formal engineering qualification to NVQ Level 3 or higher, in an electrical or mechanical subject;
- Nationally recognised apprenticeship in an engineering discipline; and
- Possess 16th or 17th Edition Certification.

THE PERSON

- Have a proactive approach to fault finding, a commitment to continuous improvement, and personal development;
- Must have the knowledge, discipline and initiative to work alone;
- Practical attitude;
- Applies a team approach to engineering issues;
- Ability to work under pressure and to tight deadlines;
- Must have effective communication skills (written and verbal);
- Computer literate and a working knowledge of MS Office and a PPM system;
- Ability to understand electrical and mechanical drawings/manuals;
- A logical and flexible approach to working;
- Demonstrate a sense of urgency and should be proactive in driving through continuous improvement initiatives; and
- Possess excellent decision making skills.

EDUCATION and/or EXPERIENCE

- Proven experience of working within the food industry is essential;
- Experience of working in a chilled or frozen environment preferable;
- Exposure to metal detectors, mixers, multi-pond weighers and pack wrappers would be an advantage;
- Extensive experience in carrying out and analysing breakdowns;
- Health and Safety/Basic Food Hygiene trained;
- TIG Welding; and
- Experience in managing contractors on-site.

PHYSICAL DEMANDS

- Able to be flexible with start/finish times so they are in line with the production requirements;
- A busy and at times demanding environment therefore the incumbent may need to work extra hours to ensure that both the business and customer needs are met;
- Be able to work in a chilled or warm environment. The temperature in the factory varies according to the processes involved, from baking to freezing;
- The incumbent must be physically fit as the role necessitates manual handling and working at height. There can be repetitive tasks, lifting is also involved, and bending may be necessary. Should also be able to stand on your feet for long periods of time;
- Able to work 12 hour shift patterns either days or nights and weekends; and
- Some business travel may also be required.