

	Job Description	Factory Engineering Manager						
	Doc. ref	EP Factory/4	Issue No.	1	Issue date	04.06.2014	No. Pages	3
	Prepared By:		Approved By:		Job Holder:		Uncontrolled If Printed/Controlled Copy	
	Juliette Staunton HR Manager		Andy Row Manufacturing Director					

Job Element	Detail
Reporting To	Head of Engineering
Department/Location	Express Park Factory - Factory 1, 2 or 3
Main Purpose	<ul style="list-style-type: none"> Develop and manage an effective planned maintenance Team/system to improve factory OEE/PE and costs. Identify and eliminate all chronic repeat issues. Manage the Asset Care management team to deliver the OEE and wastage reductions in line with 3YP and 3BP and plan/manage the Planned Maintenance work conducted by the onsite service teams and OEM specialists. Communicate effectively with the wider business.
Duties and Responsibilities	<ul style="list-style-type: none"> Ensure Health and Safety compliance of all assets within your designated factor area. Develop and manage the Engineering team within the factory to drive performance and reduce operational costs. Key KPI's MTBF and MTTR Identify and eliminate long term chronic issues on all assets. Identify and eliminate to root cause breakdowns and speed loss. Reduce frequency and duration of planned activities. Develop systems to improve the reliability of assets. Support the stop and fix principles by providing rapid support to major issues. Provide coaching in tools and techniques at the appropriate level. Develop KPIs which demonstrate the correlation between the planned asset care system effectiveness and line performance showing value for money. Provide top level information and analysis on all operation areas affecting line performance. Display on the shop floor KPIs showing trend analysis of all asset care activities. Provide support to the factory teams. When necessary, assemble rapid improvement teams. Develop close working relationships with OEMs to ensure value for money. Where possible develop rotational spares to minimise both planned and unplanned stoppages. Manage Department factory engineering budgets and support the central engineering purchasing team by offering expert advice. Optimise spend at all times. Ensure compliance to all legislative and company requirements on all equipment. Be a point of reference for the provision of method statements, risk assessments and safe systems of work on all manufacturing assets. Deputise for other members of the factory management teams. The Key Tasks detailed within this Job Description are not intended to represent an exhaustive list of the duties that the job holder may be required to undertake. Refresco Gerber UK Limited reserves the right to require the job holder to perform any other task which Management may reasonably deem necessary In common with all other personnel within Refresco Gerber UK Limited, the Job Holder is required to adhere to the Company's policies on Safety, Hygiene and good housekeeping. Specifically: <ul style="list-style-type: none"> To take reasonable care for the health and safety of himself/herself and that of other persons who may be affected by his/her acts or omissions; To co-operate regarding any duty or requirement imposed on the company, or on any individual by or under any of the relevant statutory provisions, so far as is necessary, to enable that duty or requirement to be performed or complied with; To report to his/her immediate manager any hazard which may be discovered at, or in the vicinity of, the place of work.
KPIs/Objectives	<ul style="list-style-type: none"> Year on year improvement in planned maintenance Improving PE / OEE performance for factory

	<ul style="list-style-type: none"> • Overhead cost control v budget. Absorb inflation costs, in line with 3YP • Pre & Post service review carried out with agreed improvement plan. Actions documented & completed on time. P.E. pre / post service measure improving trend. • No major audit failures for engineering compliance in any categories. • Regular individual reviews and bi-annual appraisal for team.
Scope or Scale	<ul style="list-style-type: none"> • Responsibility for diagnosing faults and modifying equipment • Managing agreed levels of revenue and capital expenditures within area • Comply with all hygiene and health and safety requirements as laid down in policy and as trained.
Job Holder's Signature	
Date	

Prepared By: Juliette Staunton HR Manager		Approved By: Andy Row Manufacturing Director	Job Holder: M Roberts/G Tucker/S Mantyk	
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Person Specification:

Requirement	Essential or Desirable?	How Assessed?
Qualifications/Education/Training: <ul style="list-style-type: none"> Engineering Degree. HNC Engineering or Electrical Minimum GCSE in English, Maths and Science Qualified/competent and possess a minimum of level 3 qualification in a manufacturing related mechanical/electrical discipline, e.g. advance apprenticeship, NVQ 3, Electrical NC/ND C&G Electrical and Electronic technical certificate Software engineering with training in a range of technical systems 	Desirable Essential Essential Essential Desirable	Psychometric testing that covers numeracy, literacy, abstract reasoning and mechanical skill. Must attain an average or above score on all Original copies of Documentation that confirms electrical engineering qualifications
Experience: <ul style="list-style-type: none"> 5 years Post Degree experience in engineering manufacturing. Experience of planning maintenance activities Experience of continuous improvement/lean manufacturing techniques. Experience of managing people MS Office 	Desirable Essential Essential Essential Essential	Application and Interview Interview Interview Interview Interview
Knowledge: <ul style="list-style-type: none"> Knowledge of health and safety requirements in factory/warehouse environment Knowledge of food safety requirements in a factory/warehouse environment 	Either acquired or clear potential to learn quickly	Interview Interview
Skills and Competencies: <ul style="list-style-type: none"> Excellent Team Manager Excellent coaching skills Competent mechanical/electrical abilities and ability to work on own initiative. Ability to perform physical manual work activity. Hand eye co-ordination to quickly and efficiently move items Ability to understand advanced instruction on complex equipment Problem solving techniques Team Player 	Essential Essential Essential Essential Essential Essential Desirable	Interview Interview Test at Interview – dexterity/sorting/inspection test Interview/assessment Interview Interview
Personal Attributes: <ul style="list-style-type: none"> Hard working and Conscientious Adaptable and fast learner Good communication skills Willing and able to adapt to new things Results orientated. Strong sense of urgency and initiative 	Essential Essential Essential Desirable Desirable Desirable	Interview/Reference Interview/Reference Interview/Reference Interview/Reference Interview/Reference Interview/Reference
Other: <ul style="list-style-type: none"> Food Safety and Basic Health and Safety training and competency 	Ability to learn	Interview and then Training