

## Job Description – Production Engineer



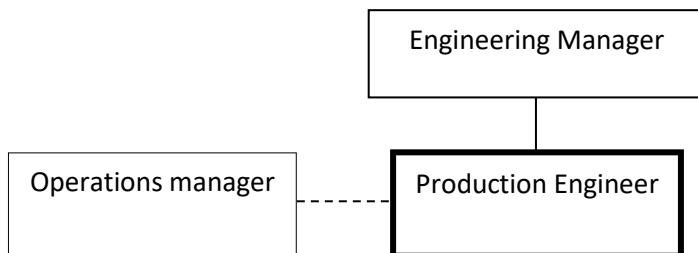
Job Title	Production Engineer
Location	Based in Sheffield
Responsible To	Engineering Manager
Date	April 2024

### Job Purpose

To evaluate existing processes, configure manufacturing systems to reduce cost, improve sustainability and develop best practices within the production process to optimise output, yield, cost and quality.

To be responsible for new product development from concept through to full scale manufacture, ensuring the most efficient, cost-effective methods of manufacture.

### Reporting Structure



### Main Duties & Responsibilities

#### Process Evaluation & Development

- Manage the transition of new product ranges from development into manufacture.
- Create production routings, works instructions, methods and process layouts.
- Plan and implement processes to collect key data required for the ERP system to run MRP.
- Source information on parts e.g. part codes, descriptions, dimensions.
- Monitor data and processes to ensure successful implementation.
- Active, hands-on and direct involvement in the day to day implementation.
- Ensure the design of production processes and facility layouts to optimise value added activities and eliminate non value added processes and operations, where possible.

#### Technical Support & Training

- Provide technical support to all manufacturing areas to eliminate waste and deliver productivity.
- To source and implement solutions for production issues.
- Identification, specification and presentation of business cases for new equipment and processes.
- Support the implementation of training procedures and training programs to ensure effective use of all new processes and equipment.
- Learn the workings of the any new machine tools before they are operational by utilising training.

from the machine tool manufacturer and then being responsible for training the operatives during the commissioning processes.

### **Quality & Continuous Improvement**

- Work with the Quality Manager to ensure processes are developed to produce products that meet internal and external customer requirements.
- Ensure all processes meet volume, quality, cost and delivery targets.
- Streamlining of production and planning operations using LEAN manufacturing techniques.
- Implementation, education and support of the standard work, and lean processes.

### **Reporting**

- Provide accurate reporting, detailing progress to plan, open issues, upcoming actions and risk management.
- Attend engineering and production meetings.

### **General**

- Ensure all KPI's (Key Performance Indicators) and targets are met.
- To adhere at all time to all the Company's policies and procedures, including Health and Safety, Quality Assurance and Equality and Diversity.
- Any other duties which are commensurate with the post.
- A flexible approach to work at all times and to work outside normal office hours when required.

### **Disclaimer**

*This job description is only a summary designed to indicate the general functions of the role. It is not an exhaustive list expected of this post and therefore the duties and responsibilities might differ from those outlined in this description. The company reserves the right to modify duties or job responsibilities at any time. Any job description provided to you by the Employer will not form part of your contract of employment unless specified otherwise.*

<b>Person Specification – Production Engineer</b>		
<b>Knowledge</b>	<b>Essential</b>	<b>Desirable</b>
Up-to-date technical knowledge	√	
A working knowledge of CAD 2D and 3D capability	√	
A knowledge of international certification requirements		√
<b>Experience</b>	<b>Essential</b>	<b>Desirable</b>
Previous experience of working as a Production Engineer	√	
Experience of working within a manufacturing environment	√	
Experience of using an enterprise resource management system (ERP), ideally EFACs	√	
Competence in lean manufacturing processes, systems and associated tools		√
<b>Skills</b>	<b>Essential</b>	<b>Desirable</b>
Logical thinker with good analytical and the ability to resolve problems in an efficient manner	√	
Highly technical and meticulous	√	
An ability to communicate with all levels of the business	√	
Excellent influencing skills and the ability to challenge constructively	√	
Good interpersonal and customer service skills	√	
Continuous improvement mindset	√	
Team working as well as the ability to work on your own initiative	√	
Strong planning, prioritising and organisational skills	√	
IT literate – Effective use of Microsoft Office Software, Excel, Word, Powerpoint	√	
A high level of self motivation with the ability to work on own initiative and as part of a team	√	
Ability to work calmly and effectively under pressure in a busy environment	√	
Driving licence	√	
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
HNC / Bachelors or Masters Degree in Production Engineering	√	
Project Management experience		√