

Job Title: Manufacturing Engineering Manager

Reporting To: Director of Operations

Issue 01: May 2021

Job Purpose: To manage the Manufacturing product & process engineering activity at Inca to ensure that the business adopts and implements improvements including improved on time delivery, optimising product and production processes to reduce total cost of ownership and increase production capacity. Ensuring Quality, Operational and H&S standards are maintained and improved. Ensure the business has robust plans, for infrastructure and development of people to cope with future operational challenges to build a world-class product.

| Principal Responsibilities: | |
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| 1. | To lead, manage and develop the Manufacturing Engineering Team to deliver effective Production & Process Engineering services to support the business and exceed customer requirements. Working closely with development to introduce new product and feedback product improvements into existing products and development projects. This is a cross-functional role leading manufacturing product improvements across the business and developing production processes to continually improve the business performance and drive down manufacturing costs. |
| 2. | To plan and develop departmental processes, management processes, promoting behaviour and skills in line with lean management and continuous improvement principles, leading the business in applying these techniques for root cause resolution and improvement and introducing suitable project management and reporting methods to support these developments. |
| 3. | To provide technical support to supply chain programmes focusing on outsourcing and reducing product costs, improving product reliability, whilst improving the build time and Right First Time (Quality) rates for parts/assemblies used by the business. |
| 4. | Implement lean manufacturing techniques using industry standard tools. (8D, Design value stream mapping, ECN, FMEA) |
| 5. | To lead investigations into part/assembly failures or non-conformance (Inca or Vendor supplied), identifying root causes and provide resolution management using cross-functional teams where required and promoting a strong culture of continuous improvement. |
| 6. | To provide direction to Inca on Business Continuity – enabling the business to maximise the utilisation of buildings and people (Operations), whilst reducing risks from external issues. |
| 7. | To promote a strong culture of H&S and ensure all areas comply both internally and externally. |

| Contact with Others: | Knowledge and Experience: |
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| 1. Manufacturing & Operations Team | 1. Experienced Manufacturing professional in engineered products environment – performance management, financial management, Six sigma knowledge, ERP systems |
| 2. R&D Team | 2. Degree or equivalent Engineering qualification |
| 3. External organisations eg audit bodies and suppliers | 3. Strong Microsoft Office skills especially Excel, JIRA |
| 4. External organisations eg contract agencies and suppliers | 4. Improvement techniques and methodologies including project management experience |

| Competencies: | |
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| 1.1 Deciding and Initiating Action | 6.1 Planning and Organising |
| 1.2 Leading and Supervising | 6.2 Delivering Results and Meeting Customer Expectations |
| 2.1 Working with People | 7.1 Adapting and Responding to Change |
| 3.3 Presenting and Communicating Information | 7.2 Coping with Pressures and Setbacks |
| 5.3 Formulating Strategies and Concepts | |