



INFLITE ENGINEERING

JOB DESCRIPTION

JOB TITLE: HEAT TREATMENT SUPERVISOR	DEPARTMENT: QUALITY
REPORTS TO: Operations Manager – Woodside Chief Inspector - Woodside	LOCATION: Woodside
JOB PURPOSE: The Heat Treatment Supervisor is the individual responsible for the compliance, efficiency, production throughput and of all heat treatment operations carried out within the facility. They are responsible for maintenance of the heat treatment approvals granted to the company by certifying authorities.	
MAIN RESPONSIBILITIES AND DUTIES: The Heat Treatment Supervisor is responsible for: <ul style="list-style-type: none">• Ensuring production throughput and the efficient operation of the heat treatments facilities.• Processing work as effectively and efficiently as possible, while at the same time ensuring compliance with the standards• liaising with the Calibration Engineer on pyrometry issues and standards/specification revisions• liaising with the NDT Level on material evaluation issues• Supervising heat treatment operatives and delegation responsibilities accordingly.• Liaison and providing co-operation with production supervision and personnel, as appropriate, to ensure the correct prioritization of work.• Standards/specification checks on processing and equipment; the provision of tensile, hardness and conductivity testing services; and maintaining temperature checks on freezers.• Maintaining heat treatment approvals.• The correct performance and serviceability of all heart treatment equipment and the ordering of all heat treatment consumables.• Providing advice and expertise in heat treatment and testing fields.• Revising standards/specification updates and taking amendment action against internal procedures.• The quality of work, procedures and performance in his/her own area.• Ensuring that all staff within his/her own area are properly directed; have comprehensive work instructions; are adequately briefed on each new activity; and understand and work to the quality system, as defined in the Procedures Manual.• Constantly reviewing training needs in his/her area and providing training when needed.• Constantly seeking improvement in all activities undertaken and carrying out random checks to ensure that all responsibilities defined are fully met.• Ensuring that all audit reports are actioned in a timely and efficient manner and the corrective action is taken and sustained.	



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- Ensuring the cleanliness, neatness and orderliness of his work area.
- Perform any other duties within your capabilities as directed by the Company

Required Competencies and/or Skills

- Proficient in reading, speaking and understanding English.
- Use of PC and related programmes
- Liaison with customers (internal/external)
- Detailed knowledge/experience of Heat Treatment practices, back up with a formal qualification/degree in the discipline.