

JOB DESCRIPTION

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| JOB TITLE: Machine Shop Supervisor | DEPARTMENT: Machine Shop |
| REPORTS TO: CEO | LOCATION: Stansted |
| JOB PURPOSE: To manage the smooth running of the site, maximise operating capacity and throughput, and ensure that Customers expectations are met. | |
| MAIN RESPONSIBILITIES AND DUTIES: <ul style="list-style-type: none"> • Determine direct staff requirements • Develop staff to maximize potential • Monitor staff performance including performance reviews if targets aren't met • Plan and implement procedures and systems to maximize operating efficiency • Responsible for hitting sales and ensuring quality is maintained • Plan and develop site capacity • Work with the site management team to ensure all aspects of the business are monitored and controlled • Responsible for divisional reporting to the CEO • Plan work flow in order to meet customer requirements and maximise output • Perform any other duties within your capabilities as directed by the Company | |
| SKILLS AND EXPERIENCE REQUIRED: <ul style="list-style-type: none"> • Previous experience in a 3 and 5 axis machine shop and turning facility • Previous experience in a similar role • Able to lead and motivate a team • Proven experience of resource planning • Track record of continuous improvement • Experience with LEAN manufacturing or similar | |