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| **Job Description**  The Job Description Form should be used for all roles within The Manufacturing Technology Centre (MTC). This form should be completed by Head of the Department or Human Resources. A Recruitment Authorisation Form must also be attached. | |  |
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| **Job Title:** | Manufacturing Engineer - Metrology | |
| **Grade:** | **4** | |
| **Duration of Contract:** | Permanent | |
| **Department/Theme:** | Workshop | |
| **Location:** | The Manufacturing Technology Centre Ltd., Ansty Park, Coventry, CV7 9JU. | |
| **Reporting To:** | Manufacturing Engineering Manager | |
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| **Job Purpose:** | The ME role is to turn a customer demand (a specification) into a method of manufacture that can then be executed to meet the customer demand within the required lead-time and cost.  The ME has responsibility to continuously improve manufacturing methods in order to reduce lead-time, reduce cost and minimise the chance of non-conformance.  As highly skilled practitioners, MEs are expected to be involved in the operation of the manufacturing processes to deliver the final product.  Working with the research themes their practical insight will be used to influence technology roadmaps to ensure that future manufacturing capability is developed and deployed into the Workshop to further optimise our manufacturing methods.  The role also includes the operation of the manufacturing processes to deliver the final product.  Manufacturing Engineers will manage non-conformance, to create methods to bring non-conforming product back within specification. | |
| **Duties & Responsibilities:** | Responsible for :-  Creating manufacturing methods and sequences.  Quoting job requests for lead-time and cost.  Resolving non-conformance to ensure an in spec product is delivered to the customer.  Working with the customer to optimise the design of products (DfM) to ensure an optimum manufacturing method can be generated.  Optimise current manufacturing capability to ensure continuous reduction of waste. For example reduced tool wear or SMED.  Managing the introduction of new manufacturing capability into the workshop.  Influencing the creation and deployment of future manufacturing capability roadmap to ensure world class processes are operated.  Develop and coach Technicians in manufacturing processes.  Operate manufacturing processes to deliver the customer deliverables.  Sharing lessons learned and best practices with the engineering teams | |
| **Candidate Specification:** | The candidate will be required to :-  Influence in a positive way following the MTC “Right Way”.  Solve complex manufacturing problems  Communicate effectively at all levels of the organisation and across all departments  Lead a team to deliver customer requirements  Think strategically about the future manufacturing capabilities.  Work as part of a team to introduce new manufacturing capabilities.  Have a focus and passion for continuous improvement. | |
| **Key Deliverables:** | Timely creation of manufacturing methods and sequences and associated aspects (see above).  Production of the customer deliverable. | |

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| **Person Specification** | | |  |
|  | **Essential** | **Desirable** | |
| **Competencies / Behaviours** | Excellent problem solving and root cause analysis skills.  Lead by example and address poor behaviour when it is witnessed.  Ability to work independently and as part of a team.  A high level of technical and scientific knowledge and the ability to apply this knowledge to practical problems  Good oral communication skills and confidence in dealing with a range of people, including clients, contractors, designers, directors and plant operators  Precise and concise written communication skills  The ability to work well within a team  IT skills, including computer-aided design  Creative and out the box ability and thinking  The ability to work under pressure  Organisational skills, such as time and resource planning | *A track record of continuous improvement and project management.* | |
| **Technical Skills and Knowledge** | Significant and proven experience and technical expertise in a manufacturing discipline.  Degree qualified in an Engineering, Industrial or Manufacturing discipline.  Experience of developing and producing method of manufacture  Ability to translate customer requirements/ technical drawings into a MoM | *Lean manufacturing principles* | |
| **General Skills / Attributes** | Data competent and able to manipulate data to explain a point of action.  Provide teams with drive and motivation to deliver results. | Be proficient in resolving problems to root cause. | |
| **Experience** | A proven track record in creating manufacturing methods and sequences.  Self-motivated with ability to meet deadlines.  Excellent communication skills, both written and oral.  Ability to work within a team-focused environment.  Articulate with excellent interpersonal skills. |  | |
| **Other** |  |  | |