

Manufacturing and Operations Manager Job Specification

Job Role:	Manufacturing and Operations Manager
Reporting to:	Managing Director
Working Hours:	7.00am – 4.00pm Monday to Friday with 1 hour for lunch (Start time to align with production hours). Additional hours may be required dependant business requirements.
Location:	Based at Stocks Ag – Wisbech, minimal travelling

Job Description:-

Core Responsibilities

- **Production Management:**
 - Maintaining and efficiently prioritising Applicator and Wheel production planners to deliver cost effective lead times and on time despatch of product.
 - Directing day-to-day manufacturing operations, including resourcing and implementing production schedules for Machining, Laser Cutting, Press Brake, Fabrication, Welding, Painting, Assembly and Packing of all stocks products to deliver the production plan
 - Optimizing resources and ensuring resource availability to deliver the plan
 - Maintaining equipment efficiently and pro-actively through planned service and maintenance to avoid disruption and minimise production downtime
- **Operational Efficiency:**
 - Optimizing manufacturing processes, supply chain, and inventory management to enhance productivity and reduce costs
 - Planning, streamlining and maximising efficiency of workflow through production
- **Quality & Safety Compliance:**
 - Responsible for day to day running of the site, the production employees and contractors
 - Responsible for overall site Health and Safety compliance, enforcing health, safety, and environmental regulations (e.g., HSE) and maintaining high product quality standards
- **Resource & Staff Management:**
 - Leading and mentoring teams, managing manpower, and fostering a motivated workforce
 - Leading by example to create an atmosphere of 1 team with a combined goal delivered through teamwork and collaboration
 - Manage through effective communication, feedback and evidenced delivery of goals. Celebrating both success and achievements and understanding and coaching where to improve performance
 - Effective project management and communication of necessary changes and future investments
- **Performance Tracking:**
 - Monitoring key performance indicators (KPIs) for internal and external functions (suppliers) using data effectively to manage and understand performance and areas of opportunity through engagement.

- Understanding and analysing financial data to present and deliver budgets and cost efficiencies
- Managing site and production budgets and providing accurate forecasts for financial planning
- **Strategic Planning:**
 - Setting and implementing long-term operational goals and improvements
 - Maintain knowledge and understanding of innovations in related fields of industry and operational systems
 - Understand and develop appropriate solutions to process and delivery through existing technologies and systems (Intranet, MRP, Sage etc) with realistic targets for development and delivery

Required Skills & Qualifications

- **Experience:**
 - Proven experience in manufacturing operations, production management, or a similar leadership role.
- **Technical Skills:**
 - Knowledge of inventory management, techniques and systems
 - Knowledge of MRP and ERP systems and financial systems such as Sage / SAP
 - Strong knowledge of metal fabrication and finishing processes
 - Understanding of CAD and CAM manufacturing systems and the associated software and hardware.
 - Delivery and understanding of Lean Manufacturing methodologies, such as Lean Six Sigma, 5 Whys etc.
 - Record of project and product delivery from conception to production through a robust NPD process - Desirable
- **Leadership:**
 - Strong team management, communication, and problem-solving abilities
- **Compliance:**
 - Knowledge of industry-specific safety and quality standards.