

JOB DESCRIPTION



Job Title:	Head of Engineering, UK	Location:	Bury St Edmunds
Department:	Operations	Global Grade:	
Reports to:	Operations Director	Key relationships:	Across Technical, Supply Chain, Category Management, Legal, Health and Safety.

JOB SUMMARY

Strategic and tactical responsibility for implementing engineering strategy and strategic technical goals to exceed customer expectations for product development, quality, cost and delivery, maximising efficiency, optimising and driving engineering excellence. Work closely with internal and external key stakeholders, customer service, manufacturing, sales and customers regarding technical support of their activities. Responsible for all areas of the Engineering function and quality of service delivery, striving for best-in-class products and business practices to deliver to the customer's expectations, managing teams and projects across the business.

DUTIES & RESPONSIBILITIES

- Overall responsibility for Manufacturing Engineering activities across the business to effectively deliver a world-class Engineering service and ensure the efficient production of Safe and Legal Food products.
- Create and implement best practice manufacturing engineering vision, strategy, policies, processes and procedures (engineering standards) to aid and improve business performance to meet business objectives and operational needs in terms of price, quality and delivery targets.
- Drives a quality culture at all times and in all activities. Takes appropriate action where standards are not acceptable. Ensuring all PPM and Process Engineering activities are completed at the highest standard possible and in a timely manner. Actively participating with key stakeholders to continue to drive the best product quality.
- Lead the identification, scoping, and delivery of capital projects across manufacturing to improve safety, quality, capacity, optimise the cost of operations and develop new capabilities.
- Be the focal point for capital investment for manufacturing and engineering functions.
- Lead engineering continuous improvement programmes.
- Development and reporting of departmental KPI's to demonstrate performance of the engineering team.
- Provide input at early stages in the new product development process, coordinating with and supporting the new product development team to implement new and revised designs and developing effective processes to ensure manufacturability of product while maintaining quality, safety and environmental standards and achieving cost targets.
- Ensure that Environmental, Health and Safety, manufacturing and quality standards and procedures are adhered to.
- Generate and maintain associated engineering documents to support processes and capability.
- Effective management of contractors to ensure delivery of requirements whilst adhering to site health safety and environmental policies.

People Management

- Provide leadership to department, coach, mentor and develop direct reports and manage a high performing team that delivers continuous improvement, added value and cost reductions.
- Set department objectives and monitor ongoing progress and performance.
- Ensure strong communication between teams under leadership to facilitate exchange of information and to implement change and improvements.
- Ensure that the function operates in accordance with any health, safety and environmental policies and procedures to ensure the safety and wellbeing of staff and visitors.
- Responsible for developing the appropriate organisational structure, resource plans and culture to support the business objectives and customer deliverables.

Financial And Budget Management

- Responsible for the total Engineering budget. Working with Manufacturing budget and forecasts and all Capital Expenditure proposals as well as ensuring compliance with legal standards.
- Monthly financial review of the department performance and take appropriate measures to come back on track (ref. budget submission).

Relationship Management

- Develop and maintain strong relationships with internal and external stakeholders to ensure optimal performance.
- Manage key relationships with contractors and project partners to efficiently deliver projects.
- Report on Manufacturing Engineering activities on a regular basis to the Senior Management team, ensuring accurate and timely reporting of the relevant Key Performance Indicators.
- Work collaboratively, negotiate and engage with key stakeholders to facilitate delivery and compliance with the manufacturing strategy.

Environmental & Sustainability

- Review environmental /sustainability strategies that impact on future ways of operating and ensure implementation where possible.

Self-Management

- Support, comply and ensure complicity with Health & Safety regulations, the Company Handbook, Quality and Environmental standards, and all other Company policies and procedures.

EDUCATION & TRAINING

- Educated to degree level (preferably Masters) in a relevant engineering.
- Minimum 10 years' experience within manufacturing environments.
- Project management qualification (i.e. PRINCE/APM).

KNOWLEDGE & EXPERIENCE

- Demonstrable experience of leading an engineering function with a proven track record in strategic engineering leadership delivering effective engineering strategies, policies, processes and systems
- Experience of managing contractors.
- Experience of an upper tier COMAH site.
- Experience of identifying, scoping and delivering projects of up to and beyond £2m capital value.
- Proven ability to optimise team performance and development.
- Excellent relationship management skills with the ability to engage, negotiate and manage key stakeholders and suppliers.
- Strong and confident negotiator with the ability to negotiate at all levels.
- Excellent communication, interpersonal and influencing skills.
- Excellent analytical and problem-solving abilities.
- Resilient, self-motivated and open to work dynamically.
- An appreciation of and an ability to positively resolve issues and conflict.
- Shows moral courage, openness and honesty in all dealings.
- Knowledge of maintenance program and experience of CMMS is required.
- Experience of distributed control systems, preferably Siemens PCS7.
- Basic understanding of budget, cost control and project management.
- Demonstrated application of technical understanding of manufacturing equipment and processes.

- Experience of distillation, extraction and filtration technologies is desirable.
- Strong communication skills and ability to work across multiple teams.
- NEBOSH general certificate/iOSH managing safely qualification
- Confident with MSOffice

SKILLS & ABILITIES

- Communication – The ability to give and gather information and to actively manage the communication process
- Customer Focus (Internal and External) – Actively pursue the highest level of customer service
- Integrity and Ethical Management – The ability to work ethically according to professional and company values
- Resilience – The ability to be resilient and to achieve through repeated effort
- Planning and Organising – The ability to plan, organise and prioritise work. Balancing resources, skills, priorities, and timescales to achieve objectives
- Motivation – The ability to support and encourage individuals and teams so that they give their best
- Influencing – The ability to influence and persuade others
- Time Management – The ability to make most effective use of one’s own time and that of others
- Commercial, Technological and Financial Awareness – The ability to apply understanding of the company and industry to improve effectiveness and profitability
- Delivering Results – The ability to manage workload and prioritise effectively to deliver results on time
- Developing Self – The ability to focus on own development and to take action to learn
- Adaptability/Change Management – The ability to respond and adapt to changing circumstances and to manage, solve problems and provide solutions in a climate of ambiguity
- Health & Safety – The ability to apply knowledge, training, skills, and experience to ensure tasks are performed in a safe manner
- Practical Skills – The ability to apply training and knowledge to complete activities where observation and recording results are essential
- Problem Solving, Thinking and Communication Skills – ability to identify and define problems, generating alternative solutions, evaluating, and selecting the best alternative and implementing the selected solution
- Personal Attitude and Professional Ethics – The ability follow personal and professional standards of behaviour in line with company values
- Dissemination Skills – The ability to pass on information, knowledge, and opinions to a wider audience

WORKING CONDITIONS

Environment:	This is a production environment. At times this environment can be noisy, and highly aromatic. Blend of duties in Production and office environment. This is an onsite role.	Physical Factors:	Production environment – Sound, stood for long periods, odour, skin
Travel:	Yes – to 3 rd party partners and to USA as required		