

Manufacturing Manager - Job Description

Grade: Manager

Reports to: Development and Operations Manager

Location: Abingdon, Oxfordshire

Job Purpose

To ensure that equipment necessary to deliver P2i's technology to the marketplace is manufactured and delivered effectively, efficiently, on-time, to specification and in a cost effective manner. This role will include management responsibility for manufacturing outputs, staff, processes, procedures and H&S. This role will be expected to deputise for the Development and Operations Manager as and when required. As P2i is still an early-stage company, a degree of broader activities will fall into this role.

Key Interfaces: P2i Partners, Suppliers, Operations Team, Financial Controller

No. of Direct Reports: 4 and rising

KPIs

- Meet Performance Review objectives
- Deliver operations projects on-time, in-budget and to-specification
- Create, maintain and operate Manufacturing plan and budget
- Maintain ISO9001/2008 Business Quality Management System

Key Tasks

- Contribute & implement to the rolling 3-year strategic plan for Operations
- Manage manufacturing & facilities functions
- H&S for all P2i products
- Lead the manufacturing & facilities team including managing, mentoring and developing staff
- Set and manage performance targets for direct reports
- Interface with R&D, business development, sales & accounts functions within P2i

Key Skills

- Experience of manufacture of electro-mechanical product
- Experience of ERP/MRP business systems
- Experience of ISO 9001 systems with manufacturing
- Strong experience of supply chain management
- Broad technical skills (engineering discipline) and knowledge of implementation across a wide range of industries
- Understanding of Customer requirements and ensure delivery to these requirements
- Relationship management and interpersonal skills
- Communication, influencing and negotiating and assertiveness skills
- Project management
- Presentation skills
- Report writing skills
- Problem solving and decision making, sound judgement
- Change Management
- People management
- PC literate with PowerPoint, Excel, Access and Word skills

Key Attributes

- Professional and positive approach
- Self motivated
- Strong in building relationships and able to communicate at all levels
- Team player, and able to work on own initiative
- Dynamic and Creative

Essential Qualifications

Physical Sciences Degree / PhD or equivalent

Travel: Occasional and limited

Other Duties: Specialist projects as agreed to support the business requirements of the organisation. In addition, you will be prepared to carry out any other reasonable duties requested.