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| SECTION 1 – IDENTIFYING INFORMATION | | | |
| Job Title | Engineering Manager – Factory 3 (Fruit) | Department | Engineering |
| Function | Operations | Site | Corby |
| Date | November 2019 | Approved by  (manager) | Tony Turner |

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| SECTION 2 – JOB SUMMARY |
| |  | | --- | | * To manage all aspects of Engineering department in order to facilitate the delivery of site targets and achievement of operational KPI’s. * To ensure that processes and procedures are developed and implemented to achieve best working practices and comply with legal, ethical and customer requirements. | |

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| SECTION 3 – KEY ACCOUNTIBILITIES | % OF TIME |
| **Safety, Quality, Hygiene, Operational:**   * Strict adherence to all H&S work policies e.g. Lock out and Tag out (Isolation of all energy sources when undertaking any work) and Use of the “Permit to Work/Enter” system. * Ensure purchased items conform to legislative, moral and European directive requirements. * Personally demonstrate safe behaviour and take responsibility for the management of health & safety of engineering staff and contractors. * Undertake Accident and Near Miss Investigations. * Ensure areas achieve and maintain required GMP and 5S standards. Conduct audits as required. * Ensure that risk assessments are completed and actions completed accordingly. * Support a culture that enhances behavioural awareness to reduce accidents and near misses. * Develop maintenance strategies within the factory minimizing reactive downtime issues and costly repairs. * To assess utilities usage to minimize waste and reduce energy consumption where possible (air, water, electricity). * Build key strategic relationships with suppliers, continuously reviewing the service offering and ensuring stock levels are managed effectively. * Budgetary control for Engineering within site. Ensure that any assigned projects are delivered within budget and in line with full legal and ethical compliance. * Lead and continuously develop team and ensure appropriate competence, and succession plans are in place to deliver business requirements longer term. * Analysing Operations/Production performance data and the impact of Engineering on this performance. Working closely with the other Engineering Managers to develop and implement solutions and permanent corrective actions. Facilitate Root Cause analysis reviews to supplement this. * Assist in creation and monitoring of site KPI’s and success measures. * Manage agreed aspects of assigned budget. | 50% |
| **People Management:**   * With other site Engineering Managers, help to establish clear objectives and priorities for Team to enable them to meet operational targets and review. * To encourage and support development of engineering team members via training and coaching * To encourage communication and team-working between shifts to ensure consistency of approach * Management of engineering resource to provide suitable cover for production requirements and completion of PPM / Repair and Project work. * Prepare CAPEX proposals in line with Hain accounting and legal requirements. * Effectively communicate and manage Suppliers & Contractors. * To liaise and assist with training and supporting other departments in general running of the factory. * Undertake the training of others as required. * Identify own training needs and with Manager agree a time plan for achieving this . | 20% |
| **Continuous Improvement:**   * Contribute to and help implement continuous improvement, to enhance quality, safety, efficiency and waste reduction. * Scope, Plan, Organise, communicate and deliver projects both capital and routine delivering claimed business benefits | 10% |
| **Communication:**   * Work closely with support functions (HR, Technical, Manufacturing, Supply Chain and Process Development) to ensure resources required are identified and communicated with all outstanding issues resolved. * Communicate as required with Engineering, Planners, Manufacturing and site to ensure projects are implemented on time, in full, with least disruption and within budget. * Communicate with Planning and Manufacturing to ensure planned maintenance, engineering and production priorities are considered, ensuring that all parties agree to and outages and plant downtime plans for maintenance. * Ensure that critical spares are available via Engineering Stores for planned and breakdown maintenance. * Meet with FEM’s daily to ensure the support role is utilised effectively and aware of all constraints and potential factory demands. * Work closely with Head of Engineering and other site Engineering Managers to create a common approach to all Engineering and Maintenance processes and procedures. | 15% |

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| SECTION 4 – EDUCATION & EXPERIENCE | |
| Education Level (i.e. Degree, Prof. Quals., etc) | Time served engineering apprenticeship.  Formal relevant engineering qualification to HNC/HND level.  IOSH/NEBOSH qualification preferred. |
| Experience (i.e. Relevant experience, Industry Experience, Management level experience, etc) | An extensive understanding engineering practices  An inherent understanding of food industry operating standards/Food Industry experience.  Comprehensive FMCG experience  Good knowledge and practical experience of implementing current legislative requirements. |
| Key Capabilities and Characteristics (Interpersonal skills, specific competencies, specific skills, etc) | A prove leader with excellent proven coaching skills.  A positive attitude, open to change, a proactive approach and a passionate attitude to success.  A positive and flexible approach to on going training.  A result orientated individual with adherence to high standards and continuous improvement.  An excellent time manager with an adaptable and flexible approach, being very responsive when operating at all levels within the organisation.  Excellent communicator at all levels. Able to positively influence internal and external customers, staff and senior management/leadership teams with confidence in own ability Lean approach to daily tasks and activities. |

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| SECTION 5 – DIMENSIONS & SCOPE | | | | |
| Budgetary Responsibility;  Management and control of Site Factory Engineering Budget (cost centre 21) | Direct/Indirect Budget  N/A | | Size/Amount  N/A |  |
| Other key dimensions/measures of success.  (.e.g. sales, products, skus, reports, invoices, etc  Please put description and numbers) | Accident target (MHWPA)  % Downtime target relating to % OEE performance  Customer Complaints relating to machine issues (CPMU)  Conformance to Plan (shortages caused by machine downtime)  Defined Factory Overhead budgets (Utilities / Repairs / Service Contracts) | | | |
| SECTION 6 – CONDITIONS OF ROLE | | | | |
| State any conditions for role  (e.g. Travel requirements, site specific/multi-site, Physical conditions i.e. Hot/Cold, indoors/Outdoors, hazardous, etc) | | Corby based. Travel to other Hain Daniels Sites and relevant suppliers / OEM’s. | | |

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| SECTION 7 – POSITION IN ORGANISATION | | |
| **Peer Positions (list below)** | Team Size (if none put 0) | 8 – Shift Based Engineers |
| Factory Engineering Managers (Fruit Division) |
|  | Reports to (Job Title) | Head of Engineering |
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| SECTION 8 - SIGNATORIES | | | |
| Job Holder Signature |  | Manager Signature |  |
| Name |  | Name |  |
| Date |  | Date |  |