

Role Profile: Production Manager

Vacancy Description

Amiosec is an exciting and growing UK technology company with innovation, agility and state of the art technology at its core. We work in partnerships with UK government customers and commercial providers to deliver research, technology, products and services in the communications security sector.

Reporting to the Head of Operations the Production Manager will continue to lead and develop our production, test and repair process, coordinating all production activities and operations. Candidates must have proven experience in a production environment and have rigorous attention to detail. You will make sure all products are produced safely, cost-effectively, on time and that they meet the required quality standards expected.

Due to the nature of our work, all candidates will be required to obtain and maintain an appropriate UK security clearance.

Key responsibilities:

- Plan and draw up production schedules with subcontractors and suppliers
- Manage and develop Assembly and Test facility to maximise output, quality and continuous improvement
- Manage plan and implement appropriate internal Assembly & Test resources, including people and equipment
- Select and maintain relevant assembly and test equipment
- Manage plan and implement Assembly & Test processes, policies and procedures
- Implement Lean Manufacturing techniques
- Manage production cost estimates and negotiations agreeing budgets with sub-contractors, suppliers and Head of Operations
- Manage sub-contractors and external suppliers of key material components, fabrications and assemblies, to ensure on-time, on-quality, on-cost supplies
- Monitor production schedules and amend as necessary in light of changes within supply chain and customer demand requirements
- Implement 'Design For Manufacture/Test' (DFM/T) principles and work with the Company's engineers to eliminate waste, reduce product cost and maximise quality
- Establish and monitor relevant production quality standards and implement quality control programmes ensuring targets are met
- Identify training needs for all Assembly & Test staff
- Root cause analysis of production failures and customer returns
- Ensure that all Health and Safety guidelines are implemented and followed
- Work with Head of Operations to implement the Company's policies and goals

Key qualities and skills required:

- Planning and organisational skills to be able to manage, establish, run and monitor the Assembly & Test team
- Previous experience gained in a hi-tech electronic manufacturing environment
- Experience and knowledge of mechanical assembly/machining, finishing and moulding
- High degree of initiative and ability to work with minimal supervision
- Ability to act decisively and solve staff or equipment-related problems
- Extensive knowledge of electronic components and systems
- Attention to detail to ensure high levels of quality and record keeping
- Experience of Lean Manufacturing methodologies
- Strong negotiation skills to ensure timely and cost-effective procurement of materials and assemblies ensuring production schedules are not impacted
- Ability to work under pressure and motivate staff to meet tight deadlines
- Enthusiasm for production and a desire to improve production processes
- Capacity to quickly grasp complex concepts and technical issues
- Willingness to be flexible and embrace new technologies/techniques
- Good time management skills and ownership of own deliverables
- Good communication and influencing skills

