



Engineering Team Leader

Coleford

Overview and Job purpose

A role which reports directly to the Area Engineering Manager within the LRS Manufacturing Site of Coleford.

The Team Leader is responsible for delivering the performance of the manufacturing lines and engineering team in relation to Safety, Quality, Delivery, Cost and People Development.

During periods of downtime (planned maintenance and breakdowns) the Team Leader will ensure the full utilisation of the team in value-adding activities.

Key Responsibilities

Safety

- Drive the health and safety culture to create a healthy and risk-free working environment.
- Know, comply and lead team in all work place health & safety regulations.
- Ensure timely raising, escalating and closure of all ZAP related corrective & preventative actions.
- Lead the team safely at all times, ensuring standard operating procedures are followed and all relevant PPE required for the tasks is worn.
- Perform a daily safety audit of their area of responsibility and contribute to the line safety Gemba.
- Ensure that the operator daily safety audit is complete and effective.

Quality

- Contribute to the achievement of world-class manufacturing quality through quality system compliance and adherence.
- Know and comply with all workplace quality regulations.
- Escalate any issues that might compromise product safety and product quality.
- Ensure all planned maintenance tasks are performed to the required standard on plant which manufactures finished products, components and syrups.
- Manage compliance to FSSC 22000 / Suntory MQR standards through procedural and documentation compliance.
- Manage to LRS Good Manufacturing Practice (GMP).
- Comply with and manage team's adherence to the personal hygiene policy.
- Responsible for maintaining the department working environment (Workshop, stores and production areas) to defined GMP standards at all times.
- Manage and continually develop the Infinite Loop procedures in the factory.
- Ensure adherence to maintenance records and correct completion of SAP PM processes by all shift members.

Delivery

- Maximise plant capability and overall equipment effectiveness (OEE) by managing losses at your workplace.
- Maximise the line performance as defined by overall equipment effectiveness (OEE) with specific focus on availability and performance improvements.
- Manage the team to deliver the agreed weekly maintenance plan within the planned resource budget and timeframe.
- Lead continuous improvement within the shift by challenging existing practices, using OE methodologies and effectively managing change.
- Ensure accurate daily performance against department KPI's by:

- Organising immediate actions to fix problems.
- Effective execution of the hourly/daily tiered accountability process.
- Communicating performance issues on previous shift & main critical points.
- Communicating Production Programme (PP) for the shift
- Regular checks of issues and support the 2 hourly meetings. Liaise with MTLs when unable to attend 2 hourly meetings.
- Checking if losses recorded match OEE Gap.
- Regularly communicating results (OEE) & bridge information gaps every shift to all engineers (conduct effective Shift Change Over).
- Summarising shift performance results & OEE Models and communicate successes and issues to resolve to engineering management.
- Managing the shift action plan to reduce the unaccounted losses due to machinery or engineering team performance issues.
- Managing development of skill levels for engineers.
- Continually improving data collection and communication systems (MES being the primary system).
- Managing and prioritising effective (on time and to standard) PM and improvement activities.

People Development

- Commit to personal and team development through regular and meaningful application of the PDR process.
- Proactively seek personal development relevant to the job role and career development.
- Mentor/ Coach new starters to integrate them into the team in a timely manner.
- Ensure flexible working practises by developing personal and team skills.
- Ensure that all engineers remain within mandatory training compliance.
- Manage team to the appropriate LRS policies.
- Conduct effective performance and absence management processes.
- Coach team members on the infinite loop, continuous improvement tools and techniques.
- Conduct briefings of business and site information at least once per shift rotation.
- Ensure every team member understands their contribution to the area and site objectives.

Cost

Ensure a cost-effective operation by leading the team to:

- Maximising line efficiencies
- Minimising time lost due to component failure or reduced performance.
- Minimising wastage
- Minimising speed losses
- Optimising labour plan
- Identify and deliver cost saving initiatives

Experience and Skills

HNC or equivalent in a numerate discipline or vocational training in a relative Engineering field.

Must have:

- Knowledge of managing complex plant and engineering resources within a manufacturing environment.
- Effective planning skills, including ability to construct and communicate Gantt charts.
- Ability to understand Coleford operational demands and interpret these into daily action plans / activities to ensure delivery of production demands.
- Strong computer skills with ability to work with Microsoft office programmes and bespoke automation software.
- Ability to communicate, network, engage and influence people across the Coleford site.
- Ability to effectively solve complex issues, assimilate information and make appropriate decisions under pressure.

Desirable:

- Strong written and oral communication skills, including report writing and formal presentation skills.

- Ability to demonstrate a high level of credibility, integrity and resilience.
- Strong analytical skills underpinned by innovative thinking.
- Ability to balance multiple priorities successfully.
- Ability to challenge norms and traditional ways of working through the infinite loop processes.