



McMILLAN

VACANCY

We are looking for a Manufacturing Cell Leaders to be responsible for monitoring and supervising the day-to-day activities of McMillan Manufacturing to achieve the Companies Goals. You will be responsible for providing guidance, instruction, training, and leadership skills to inspire the team to perform at their optimum. You should create a cohesive team that works efficiently together to maximise the workshop's potential.

To be successful as a cell leader, you should have a track record of team motivation and positive results. The cell leader should be a competent tradesman but will also display excellent interpersonal skills to build quality relationships with the team and with customers, be goal-driven, and manage the day-to-day activities of the team efficiently.

Those interested are invited to apply to Briggs HR in writing (with a CV and covering letter) by **10th February 2023**

McMILLAN MANUFACTURING CELL LEADER

Job Purpose:

To ensure the smooth day to day running of the manufacturing facility.

Main Responsibilities of Role:

- Working closely with the Operations Manager (OM) to facilitate the smooth running of the main workshops.
- Manage the performance and development of the tradesmen through the utilisation of the PDD process and regular 1-2-1's
- Review with the OM the space and capacity planning ensuring equipment usage and material flow on the shop floor is efficient and any bottlenecks can be highlighted prior to them becoming issues.
- Streamlining of manufacturing operations to reduce lead times in fabrication but also ensuring the correct level of quality is maintained at all times.
- Updating manufacturing methods to latest best practice.
- Maintaining quality to World-class levels. Develop and promote a problem-solving culture utilising continuous improvement across the business unit to minimise quality issues driving productivity improvement
- Minimising risks to the health and safety of our employees and clients. Promote a culture of safe working practices across the shop floor.

- Working with the OM in maintaining performance within budgetary constraints - including monitoring of contract spend (hours) versus forecast. Own and monitor business unit shop floor KPI's (Key Performance Indicators).
- Ensuring production meets regulatory requirements.
- Working with the OM to assign teams or individuals to work on contracts as they are issued from the design team with the follow up on progress and monitoring of hours used against the estimated time allotted.
- Ensuring maintenance of plant and machinery is carried out as required.
- Support the business unit management team in the identification and execution of business improvement projects.
- Ensure that company rules (and employment law) are adhered to on the shop floor. Promote the business unit's procedures, processes, and standard operating procedures.

Key Skill Requirements

The Cell Leader will:

- Be able to manage, supervise and communicate with other tradesmen. Communicating production concerns at daily production meetings
- Lead the welcome to work meetings / Gemba walks, and update visual management systems
- Monitor time and attendance, along with hours booking to project work. Ensuring repetitive behaviours are reported and addressed
- Uphold required safety standards
- Be able to read drawings.
- Be confident in the use of Microsoft Office applications
- Understand welding methods suitable for use with Copper, Stainless, Brass, etc.
- Hold a hold Site Supervision Safety Training Scheme (SSSTS) Certificate (training can be given if you do not have this) and approve/produce appropriate method statements and risk assessments as required. Be able to perform Toolbox Talks as required.
- Be able to work to deadlines & manage fabrication teams/individuals in attaining their goal of efficient and safe working.
- Demonstrate a dedicated approach to ensuring quality, health and safety.
- Have strong communication skills at all levels (both verbally and in writing).
- Work with the Operations Manager to facilitate workload and labour/space levels.