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**JOB DESCRIPTION**

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| Job Title: | Production Engineer  |
| Full or part-time role: | Full time - 40 hours per week |
| Company: | Supacat Ltd |
| Main purpose: | To plan, direct and coordinate the design, manufacture and modification of production within the internal and external Supply Chain while monitoring performance and implementing continuous improvement incentives.  |
| Issue & Date: | Issue 02 14/03/2023 |

SC Group encompasses a group of companies within the UK and Australia who design, manufacture and distribute special purpose machines and equipment. As an employee within the Group of companies you should work as part of the team, be flexible in your approach to your work and fulfil any reasonable request to do tasks that may arise and is within your capability. However, the information below provides details on the key responsibilities of your role.

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| KEY AREAS | Key Responsibilities | Other Responsibilities |
|  | * Demonstrate the ability to identify and develop production engineering requirements and procedures for set- up, proving and implementing efficient production processes.
* Design and create models and drawings using Solidworks 3D CAD software in accordance with the SC Engineering Design released drawings, centred on functionality, simplicity and economy to provide clear production instructions to the operations department.
* Design Jigs, fixtures, tooling & production/maintenance aids to include sheet metal, turned / machined items, small and large fabrications, including manufacturing and through life support considerations.
* Creation of the production BOM model in Solid works and execution of virtual build reviews with stakeholders to refine build sequence.
* Use the EPDM system to store and issue drawings.
* Implement production performance metrics to allow analysis for identifying continuous improvement opportunities and training and development opportunities.
* Work with Operations/Engineering to enable TQN’s to be answered in a timely manner to suit project timescales.
* Liaise with suppliers in order to source new components.
* Assess the strength of components using hand calculations and provide input to CAE assessments where appropriate
* Prepare for and attend design reviews and incorporate review feedback into designs as necessary.
* Provide cover for the Change Control Co-ordinator during periods of absence and peak times
 | * To know and understand the Company Handbook and follow the Company's policies with regard to Quality, Health and Safety, Security and IT where appropriate.
* Your role may be subject to Data Protection Act and Official Secrets Act. Confidentiality must be maintained at all times.
* To maintain an awareness and observation of Fire, Security and Health and safety regulations.
* Ensure all personal data is managed in accordance with company policy Report writing, approval and project information recording.
* Systems testing using data logging and other instrumentation.
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| **Employee** | **Name:**  | **Signature:****Date:** |
| **Manager** | **Name:**  | **Signature:****Date:** |

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 **PERSON SPECIFICATION**

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|  | **Essential** | **Desirable** |
| **Work based competences** | * 3D Cad skills preferably with SolidWorks, although adaptation training will be given if necessary.
* Proven capability of creating detailed 3d models and accurate engineering drawings of components and assemblies.
* Practical engineering knowledge of a range of automotive systems.
* Good working knowledge of Microsoft Office.
* Good communication skills (verbal and written) at all levels including suppliers and customers.
* Computer literate and able to adapt to different software and resolve basic computer problems with minimal help.
* Good report writing and project information recording.
 | * Experience of drawing issue control using PDM.
* Structural analysis using first principles and FEA (ANSYS).
* Vehicle testing using data logging and other instrumentation.
* Presentation skills
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| **Behavioural competencies** | * Approachable and dependable
* Logical and thorough approach to record keeping
* Able to meet deadlines and control budgets
* Drive to achieve quality in all that he/she does
* Able to work effectively under pressure
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| **Qualifications & experience** | * Minimum of HNC qualification in Mechanical Engineering, Automotive Engineering or related discipline.
* Evidence of Continuous Professional Development.
 | * Mechanical Engineering Degree
* Experience of working in an engineering design role.
* Experience of working in a workshop, manufacturing or production environment
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| **Organisational fit** | * Effective and honest communicator
* Able to work as part of a team.
* Able to work on your own initiative and maintain your own motivation.
* Able to work on an outcome related performance system.
* Has a positive approach to problems.
* Understands and embodies the company core values
* Has the desire and ability to contribute to the company as a whole.
 | * Balances creative flair with a disciplined approach and good organisational skills
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