	REFERENCE	HRIS-061	DATE	27-03-2018
	VERSION	01	PAGE	1 of 3
TITLE	Manufacturing Engineer			

1. DEPARTMENT

Production

2. REPORTING TO

Operations Manager

3. WORKS IN CONJUNCTION WITH

R&D, Operations, Procurement, Service, Quality, Finance

4. PURPOSE


To provide process related technical support to manufacturing operations. This includes the introduction of newly developed products to manufacture, sustaining of existing manufacturing operations and the retirement of products at the end of market life.

5. MAIN DUTIES & OUTCOMES

- Develop, implement and maintain manufacturing processes that meet Quality, Cost and Delivery (QCD) targets.
- Author and maintain process documentation e.g. Work Instructions.
- Train manufacturing staff on newly introduced or modified processes.
- Ensure manufacturing equipment is serviceable e.g. properly maintained, calibrated and operating as intended.
- To apply a Continuous Improvement (CI) approach to identifying opportunities for improvement e.g. cost, time, capacity, resource, skill, equipment.
- Design of aids such as tools, fixtures and jigs to support manufacturing processes.
- Undertake Health & Safety risk assessments relating to manufacturing processes, materials, equipment etc.
- Undertake process risk management e.g. pFMEA.
- Work closely with the Project Management team to ensure the Grant programme of projects is delivered to QCD targets.
- Work closely with the Quality team to determine root cause of manufacturing non-conformance and implement Corrective and Preventive actions (CAPA) where necessary.
- Produce creative and innovative technical solutions.
- Contribute to R&D design reviews to provide manufacturing process technical insight.
- Conduct all aspects of the role in line with Grant and regulatory procedures.

Template	HRFM-010-V01
----------	--------------

Printed copies are for reference only and may not be the latest version. This document and its contents are the property of Grant Instruments (Cambridge) Ltd. Reproduction of this document or any part thereof by any means without the expressed written consent of Grant Instruments (Cambridge) Ltd. is strictly prohibited.

	REFERENCE	HRIS-061	DATE	27-03-2018
	VERSION	01	PAGE	2 of 3
TITLE	Manufacturing Engineer			

6. REQUIREMENTS e.g. EDUCATION, KNOWLEDGE, SKILL, EXPERIENCE etc.

Experience

- Manufacturing processes relating to electro-mechanical products.
- New product development and introduction to manufacture.
- Technical support of manufacturing operations.
- Working with small multi-disciplined teams.
- Third party interfacing to contract manufacturers, part suppliers and external design and technical resources.
- Direct experience in scientific equipment would be an advantage but is not essential.

Education

- Degree in Manufacturing Engineering or related technical discipline, or equivalent level of experience.

Knowledge, Skills


- Good awareness of manufacturing operations Health & Safety concerns.
- Proficient in the use of 3D CAD modelling applications e.g. SolidWorks.
- Proficient in the use of office applications e.g. Word, Excel, Outlook etc.
- Use of ERP/MRP systems.
- Excellent understanding of the application of Design for Manufacture (DfM) and Assembly (DfA) methods.
- Good understanding of Lean Manufacturing tools e.g. 5S, JIT, Kanban, Poka-Yoke Value Stream Mapping etc. and their practical application.
- Understanding of Human Factors Engineering (HFE) / Usability.
- Appreciation for Industrial Design.
- Use of materials including metals e.g. aluminium, mild and stainless steel and polymers e.g. ABS and polycarbonate.
- Excellent knowledge of a wide variety of manufacturing processes and their appropriate application e.g. injection moulding, vacuum forming, machining, sheet metal fabrication, PCB assembly and test etc.
- Basic understanding of professional project management methodology.
- Strong problem-solving ability.
- Good planning and time-management.

Personal Qualities

- Demonstrates credible technical ability
- Adopts a collaborative working style

Template	HRFM-010-V01
----------	--------------

Printed copies are for reference only and may not be the latest version. This document and its contents are the property of Grant Instruments (Cambridge) Ltd. Reproduction of this document or any part thereof by any means without the expressed written consent of Grant Instruments (Cambridge) Ltd. is strictly prohibited.

	REFERENCE	HRIS-061	DATE	27-03-2018
	VERSION	01	PAGE	3 of 3
TITLE	Manufacturing Engineer			

- Good communication skills
- Methodical structured approach
- Flexible and adaptable approach to working
- Committed to personal development
- Demonstrates commitment to Grant business objectives

7. HEALTH & SAFETY

Work safely, and ensure department works safely, adhering to safety procedures and using the safety equipment provided so as not to put yourself or other people at risk.

8. QUALITY

Perform all duties required of the role in accordance with the company Quality Management System (QMS).

9. OTHER

In addition to the duties and responsibilities listed you may be required to perform other duties assigned by your supervisor or manager.

10. AGREEMENT

	PRINT NAME	SIGNATURE	DATE
EMPLOYEE			
LINE MANAGER			

Template	HRFM-010-V01
----------	--------------

Printed copies are for reference only and may not be the latest version. This document and its contents are the property of Grant Instruments (Cambridge) Ltd. Reproduction of this document or any part thereof by any means without the expressed written consent of Grant Instruments (Cambridge) Ltd. is strictly prohibited.