

Job Title: Junior Industrial Engineering Apprentice	Location: Hunmanby
Department: Operations	Contract: Permanent/Full-time
Reports To: Industrial Engineer	Direct Reports: N/A

1.0 Job Summary & Role

As part of the Industrial Team, the Junior Industrial Engineering Apprentice will identify ways to prevent waste and inefficiency in production processes. They will adapt and implement LEAN tools and techniques to create efficient systems that integrate workers, information, machines, energy and materials to manufacture the products. They will also work in a support role for CAPEX projects and Industrial Deployment projects.

2.0 Key Responsibilities & Main Duties

- Utilize principles of mathematics, science and engineering to streamline processes
- Identify opportunities to prevent waste and inefficiency in production
- Research and test design ideas to determine feasibility, utilizing Lean Manufacturing, Kaizen, Six Sigma, and root cause analysis to formulate/support innovation, corrective actions, and continuous improvement activities
- Develop and design robust manufacturing concepts to simplify/improve manufacturing processes to ensure best practice, performing structural analyses of components and assemblies, building prototypes, evaluating performance, identifying issues, and make improvements
- Create and maintain required manufacturing process documentation, including process flow charts, capacity and utilization studies, time and motion studies, standard work, cycle time analysis and line balancing
- Collaborate with cross-functional teams to gain insight and direction



3.0 Internal & External Relationships

- Internal : Health and Safety responsible (Birds Triangle, Green Cross, Near Misses, COSHH Register, RAMS), Quality (PPAP, ICAR, Scrap Reports, Rework Report), R&D (NPI, Controlled Batches), Maintenance (MTBF, MTTR, TPM)
- External: Contractors (RAMS, Management), Subcontractors (Audits), Suppliers (Audits, SRM), Customers (VoC)

4.0 Key Performance Indicators

- Contributes to an OEE > 80% (OEE= Overall Equipment Effectiveness)
- Contributes to OTDC > 98% (OTDC = On Time Delivery to Customer)
- Participates in 5 Blitz Kaizens and 5 Kaizen Projects / annum
- Contributes to the Improvement of DLP by 3% per annum (DLP=Direct Labour Productivity)
- Contributes to the Improvement PLT by 5% per annum (PLT=Production Lead Time)

5.0 Essential/Desirable Factors

(this information will be utilised as part of the shortlisting process)

Knowledge	
Essential:	Desirable:
<ul style="list-style-type: none"> - Basic MS Office Skills 	<ul style="list-style-type: none"> - An interest in Engineering principles
Skills & Attributes	
Essential:	Desirable:
<ul style="list-style-type: none"> - Organised, Analytical - Good Soft Skills 	<ul style="list-style-type: none"> -
Experience	
Essential:	Desirable:
	<ul style="list-style-type: none"> - Engineering based qualification



JOB DESCRIPTION & PERSON SPECIFICATION



Qualifications

Essential: <ul style="list-style-type: none"> - Grade C or above in GCSE's (or equivalent) - English Mathematics and Science 	Desirable: <ul style="list-style-type: none"> -
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Created by	Dated Created
Name & Job Role Adam Sheader, Industrial Engineer	Date 16/09/2022

This information has been discussed and agreed with the new employee as part of the onboarding process:

Job Holder

Signature	Print Name	Date
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Line Manager

Signature	Print Name	Date
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