|  |
| --- |
|  |
| **Role title** | Production Team Leader (Unit 4 Foam) |
|  |
| **Department** | Unit 4 Assembly |
|  |
| **Business unit or function** | Production |
|  |
| **Role reports to** | Senior Production Manager |
|  |
| **Roles managed** | Operatives, Cell Leaders |
|  |
| **Purpose of the role** |
| Inform, motivate and inspire the team to deliver the business strategic objectives. To lead, develop and engage a multi-skilled teams in order to achieve daily operational programmes and activities whilst meeting the highest standards of quality, health and safety and continuous improvement.Work closely with internal and external key stakeholders, providing technical support for activities whilst striving for best in class products and business practices to meet customer expectations. Drive Key Performance Indicators across area of responsibility to ensure all products are delivered in line with customer expectations.  |
|  |
|  |
| **Accountabilities of the role** |
| * Ensure compliance with Health and Safety legislation and safe working practices
* Apply Lean principles in order to maximise operational efficiencies whilst delivering high standards of customer service and satisfaction
* Ensure that information is communicated clearly in a timely manner
* Coach, mentor and develop direct reports to manage and develop a high performing multi-skilled team that delivers continuous improvement, added value and cost reductions
* Ensure team effectiveness through conflict resolution, performance and absence management
* Develop forward manpower and resources plan, monitor progress and modifying plans as appropriate in order to achieve objectives within required timescales
* Monitor and manage efficiency and effectiveness of work operations and contribute to Key Performance Indicator development
* Develop sound working relationships with colleagues across the business
* Maintain stable industrial relations with the Trade Union
* Regularly report KPI data to the local Departmental Manager
* Ensure compliance with process and quality standards such as 9001, 14001 and 45001
 |
|  |

**Competencies, Skills, Qualifications & Experience**

**Essential** attributes are the minimum requirement for a role holder. Without these attributes, the role could not be performed. **Desirable** attributes would enable the candidate to perform more effectively, but they are not critical to the role.

|  |  |  |
| --- | --- | --- |
| **Competency, Technical Skill or Knowledge** | **Essential** | **Desirable** |
| Leading & Supervising | X |  |
| Deciding & Initiating Action | X |  |
| Planning & Organising | X |  |
| Delivering Results | X |  |
| Working with people | X |  |
| Persuading & influencing | X |  |
| Adhering to Principles & Values  |  | X |
| Adapting & Responding to Change |  | X |
| **Qualifications** | **Essential** | **Desirable** |
| 5 GCSE’s Grades A-C, including Maths and English or equivalent | X |  |
| Higher Education Qualification (HND, Degree, etc) |  | X |
| Full UK driving licence |  | X |
| H&S qualifications such as IOSH, NEBOSH, etc |  | X |
|  |  |  |
| **Previous Experience** | **Essential** | **Desirable** |
| Experience of working with an ERP system such as SAP |  | X |
| People management experience | X |  |
| Continuous improvement  |  | X |
|  |  |  |

|  |
| --- |
| **Organisation Chart** |
|  |
|  |