



## Engineering Partner Of Choice For Over 50 Years

### Job Description

#### Machine Shop Team Leader

##### Summary

<b>Role</b>	Machine Shop Team Leader
<b>Department</b>	Workshop
<b>Line Manager</b>	Gary Dunbabin, Business Manager: Mechanical
<b>Hours Of Work</b>	37.5 hours per week Monday – Friday
<b>Salary</b>	Available upon application
<b>Bonus</b>	Worth up to 10% of Basic Salary
<b>Holidays</b>	23 days per annum plus Bank Holidays
<b>Pension</b>	Workplace Pension Scheme through NEST (Employer 3%, Employee 5%)
<b>Location</b>	Prescot with the requirement to attend Customer Sites across the UK
<b>Duration</b>	Permanent
<b>Vacancies</b>	1

##### Opportunity

Central Group is recognised as one of the UK's most successful Electro-Mechanical service providers both in the repair and maintenance industry for Pumps, Motors and Gearboxes and their associated controls.

Central Group has been established for over 50 years and operates in Knowsley, Northwest, meaning we are well placed to service the entire UK.

Due to on-going success, an outstanding opportunity has become available for a Machine Shop Team Leader to join our well-established and respected engineering organisation, with a growing and stable client base in the electrical / mechanical service industry, serving large manufacturing and utilities organisation across the UK.

##### Description

Reporting to the Business Manager: Mechanical, your role will be to act as a first point of call for the Machine Shop Department and work as part of that team of Engineers.

The role will predominantly be in the Machine Shop with additional duties involving leading the Machine Shop and working with the Business Manager at a higher level and assisting in the development of the Mechanical capabilities of Central Group in addition to added duties as and when required to suit business requirements.

You will need to be flexible and ready to deal with different customer's challenges and problems which will change from day to day. The applicant may also be required to stay overnight to fulfil customer requirements, attend training and must hold a full UK driving licence.



## Roles & Responsibilities (Day to Day)

Your routine duties may vary, but will be expected to:

- Use of all standard workshop machinery.
- Attendance and contribution to daily SQWASHE meetings in your department.
- Attendance and contribution to daily Control Room SQWASHE meetings.
- Use of metal spraying equipment.
- Accurate recording of information and observations on internal job cards.
- Produce accurate reversed engineering drawings of any manufactured parts and be able to offer solutions to machining problems.
- Distributing of jobs in line with daily production schedules and ensure labour utilisation is maximised.
- Leading the maintenance and inspection of all machinery and equipment.
- Managing the calibration of measuring equipment.
- Assisting the Business Manager in planning and forecasting Mechanical Work in addition to monitoring and ensuring agreed time on jobs are met.
- Communicating production / performance data and status to your Team and others within the Organisation where necessary.
- Helping in the investigation of none conformances raised either internally or externally.
- Job Card Control by ensuring the Mechanical part of the job card is correctly filled in by the Mechanical Engineers and sign this off as correct.
- Ensuring tools and equipment are correctly stored and maintained, all calibration up to date.
- Acting as a first point of contact to Machine shop Engineering Team.
- Monitoring shop / idle time and breaks.
- Managing poor performance.
- Managing in house training for machine shop improvers.
- Ensuring the Machine shop Engineering Team are aware of:
  - Relevant policies and procedures.
  - Current and updated legislation.

## Additional Duties

- Assisting with any other duties as and when required.
- Attending Customer site's as part of a site team as and when required.
- Attending relevant internal meetings as and when required.
- Attending training courses either internally or externally as and when required.
- Carrying out interim performance reviews on Machine shop Engineering Team to get the best from your Team.
- Where necessary, in line with Central Group policies and procedures, carrying out Disciplinary action up to and including First Written Warning.
- Assisting Account Managers and the clients where necessary.
- Ensuring continuous improvement within the Machine shop Department in line with the business objectives and SQWASHE.
- Participating in the Management First Response on call system.

## Objectives

- Working to Central Group procedures at all times including safety.
- Following work instructions from Line Manager.
- Ensuring a safe and clean workshop environment at all time.
- Working to and promoting the Core Values of the business:
  - Service
  - Quality
  - Wellbeing
  - Safety

## Abilities / Skills Required

- Good understanding of the Electro-Mechanical Industry.
- Good communication skills.

## Qualifications And Experience

### Essential

- Time served or have at least five years commercial industrial experience.
- Must have experience of rotating equipment, specifically pumps.
- Full UK Driving Licence.

### Desireable

- Experience of Dynamic Balancing.

If you would like to apply for the above role, please forward your CV to Steph Powell, HR Manager

[stephanie.powell@gocentral.co.uk](mailto:stephanie.powell@gocentral.co.uk)