

JOB TITLE – Operations Manager

REPORTS TO – Group Operations Director

LOCATION – Standfast & Barracks

DEPARTMENT– Operations

SCOPE OF JOB – Site accountability at Standfast and Barracks including production, engineering, planning, technical, quality and Health & Safety.

PURPOSE – To lead the site in all operations aspects, ensuring all KPI's are met in terms of Safety, Service, Quality and Cost including delivery of improvement activities.

RESPONSIBILITIES

- Leads the site operations team and manages their development and success.
- Coordinate activities that affect operational decisions and business requirements
- Lead the Health, Safety and Environmental culture at the site, with support from the H&S Advisor
- Responsible for the production, procurement, planning, technical, quality and engineering
- Communicates with all employees to ensure shared understanding of objectives and delivery to customer requirements
- Oversees organizational structure to ensure resource is aligned to demand and to make sure targets are being met on a cost-effective basis
- Drives continuous improvement culture throughout the site.
- Leads capital investment plan for the site.
- Works with the Sales and Design team to ensure the capacity plan is aligned with the demand plan so that target service levels are exceeded.
- Ensures technical team are supported by operations so that external and internal quality issues are better than target
- Makes sure the working environment maintains access to required equipment
- Ensures the planning team have balanced flow of material from sourcing through production to despatch
- Responsible for leading the engineering function so that they are able to support the production team and other areas, including Health & Safety.
- Ensures that all audits are carried out on time and supported in the relevant areas
- Confirms that health and safety regulations are followed
- Provides guidance and support to employees
- Supports the site and group Corporate Social Responsibility strategy
- Works with the group operations leadership team to develop and share best practice
- Involved in the implementation of the new ERP system stage 1 and stage 2

MEASURES OF SUCCESS

- Zero LTI
- Achieve CSR targets on emissions, employee engagement and social responsibility
- Exceed site PBIT targets
- Exceed service and quality targets

QUALIFICATION Educated to degree level or equivalent professional qualification.	EXPERIENCE & SKILLS <ul style="list-style-type: none">• Proven experience as an Operations Manager or similar role with full site responsibility• Experience in printing desired.• Experience in leading Continuous Improvement Activity• Experience in project management• Good organizational skills, including multitasking and time-management.
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