



Advanced Apprenticeship Opportunity Production Engineering – Planning and Support

Purpose of job	Support Production Engineering team to ensure products are manufactured efficiently and to a high quality
Reporting relationships	Reports to Production Engineering Team Leader
Location	Dorset Innovation Park, Winfrith, Dorset
Closing date	6th May 2018
Qualifications	A minimum of 5 GCSEs or equivalent, at grade A*- C including English, Maths and a Science related subject; A-Level candidates would also be considered for the higher level apprenticeship.

Scope

Accountable to the Production Engineering Team Leader and working closely with staff within Production & Infrastructure Division, you will support the Production Engineering team to ensure products are manufactured efficiently, on time and to a high quality.

Working with Production Engineers and Production staff you will support the design and manufacture of tools and jigs, the generation of production process documents, monitor delivery performance and help resolve problems and inefficiencies within the manufacturing lifecycle. This will require a good understanding of engineering drawings and manufacturing techniques and an ability to document processes in a logical, concise and easily understandable fashion.

Duties will include:

- Work with Production staff to generate Production Assembly procedures;
- Support reviews to confirm the production readiness of a product and/or process;
- Work with Engineers and other staff to introduce improvements to Production efficiency;
- Identify, rectify and document production problems as they arise;
- Support the generation of Production Works Orders and track progress;
- Help to investigate and solve issues with product design and production processes;
- Generate Health and Safety documentation in support of Production Processes;
- Design bespoke tooling to support efficient and repeatable manufacture;
- Monitor production times and yield and look to continually improve performance;
- Support and monitor 5S throughout all Production facilities;
- Support the business change control process to capture and progress design and production change.

Knowledge, skills and personal qualities required

- IT literate and knowledge of MS Office (Word, Excel, Outlook, etc)
- Interest in mechanical engineering
- Aptitude for practical science or engineering skills
- Ability to work efficiently and accurately
- Able to meet deadlines
- Highly motivated

- Ability to work as a team member and possess good interpersonal, communication and literacy skills
- Able to prioritise workload and work under own initiative
- High level of flexibility and dependability

Challenges

Meeting sometimes challenging timescales, work as part of a team to reliably deliver a range of products to production quality, on time and to budget with minimum wastage.

Key accountabilities

Working closely with the Production Engineering team to improve delivery performance and maximise yield within Production.

Work with Production technicians and stakeholders across the business to resolve emergent Production issues.

Behavioural requirements

Self-confident, good planning and organisation, effective communicator, self-motivated, flexible, ability to analyse, creative, good judgement, ability to influence, shows initiative, team player.

Other requirements

This role requires an SC security clearance.

How to register your interest

Please forward your CV and a covering letter explaining why you are interested in the apprenticeship to training@uk.atlas-elektronik.com, stating the apprenticeship title in the subject line.

ATLAS ELEKTRONIK UK Ltd
Winfrith Newburgh
Dorchester
Dorset DT2 8ZB
www.uk.atlas-elektronik.com