

# Job Profile

General Information	
<b>Job Title:</b> Process Engineer	<b>Reporting To:</b> Head of group Engineering
<b>Direct Reports:</b>	<b>Job Status:</b> Engineer
<b>Travel Requirements:</b> UK based – All SWMF Facilities	
Job Summary	
<p>The Process Engineer is responsible for all technical and engineering elements of customers work prior to and whilst on the shop floor.</p> <p>Management of New Product Introduction (NPI).</p> <p>Developing processing techniques and tooling design to establish and maintain the most efficient and productive methods of processing parts.</p> <p>conducting effective root cause analysis on internal non-conformance and allocating corrective actions to improve yield.</p> <p>Cultivating an atmosphere of continuous improvement and an ethos of open communication that embraces the vision, mission and strategy of the business.</p> <p>Identification and justification of departmental needs to meet strategic objectives.</p>	
Key Accountabilities & Responsibilities	
<b>Accountabilities</b> <p>The Process Engineer is accountable to the Shareholders, Board of Directors and the Senior Management Team for the following:</p> <ul style="list-style-type: none"><li>• Ensure that the work is undertaken in compliance with regulations, company policies, procedures and manuals.</li><li>• Development of new and existing processes to drive greater efficiency. Identification of lose making processes and improve methods of masking, jigging and plating to impact process efficiency.</li><li>• Implementation and control of the business NPI process</li><li>• Train shop floor personnel in new process methods and procedures and ensure they are competent to perform the relevant task.</li><li>• Development and management of the NPI process</li></ul> <p>The Process Engineer is accountable to the Senior Management Team for the following Key Performance Indicators (KPIs) by department / area / section:</p> <ul style="list-style-type: none"><li>• NPI (Heavy) Tracker status report</li><li>• Product Risk Assessment</li><li>• VA/VE improvements/savings</li><li>• Internal RFT Failure analysis</li></ul>	
<b>Responsibilities</b> <p>The Process Engineer has a responsibility to:</p> <ul style="list-style-type: none"><li>• Work towards the achievement of the Individual and Business Objectives as set out annually.</li><li>• Ensure health and safety rules and regulations are adhered to by all employees and management.</li><li>• Ensure agreed KPIs are measured, displayed and maintained and that all personnel within the department are made aware of and work to those KPIs and ensure daily communication of performance is upheld and is supplied to the Head of engineering</li></ul>	

- Implement and maintain a team led environment, ensuring visual management systems are maintained, standard work, 5S systems and improvement plans are adhered to.
- Contribute in the business Internal root cause corrective action (RCCA) process, investigating internal non-conformance, identification and allocation of corrective actions and driving actions to completion.
- Liaise with the customer as and when appropriate to ensure understanding and commitment to any changes being made.
- Foster a culture of continuous improvement within his/her team. Develop and drive improvement actions on time to achieve the company objectives short and long term.
- Host customer and supplier visits and maintain a high level of communication with both customers and suppliers.
- Review staff training needs and develop training improvement plans in conjunction with the Relevant departments and act as a mentor for apprentices as required.
- Provide management support and direction of staff under their leadership

### Individual Requirements, Knowledge & Experience

#### Requirements

- Good powers of persuasion ability to liaise at shop floor level to drive improvements
- Good numeracy and literacy skills and ability to write policies and procedures.
- Systems based mind-set and knowledge.
- IT Literate.
- Ability to interpret, prioritise and communicate.
- Ability to drive improvements and corrective actions through to completion.
- Ability to work in and lead a team.
- Ability to stand back and take a view of the broader picture.
- Ability to deal with external agencies, auditors and resources.

#### Knowledge

- Sound knowledge of working with NADCAP/ISO9100 or aerospace standards
- Experience of Root cause identification (8D, 5Y, 6Sigma)
- Knowledge and understanding of best practice aligned to specific Surface finishing processes.
- Understanding of the Risk Assessment process.

#### Experience

- Multi-faceted experience within the Electroplating/anodising Engineering environment.
- Experience of working within the Aerospace, automotive or similar industry

### Company and post holder values

It is expected that the post holder will abide by the company mission and values PRIDE

<b>Passion</b>	Belief in what we do and a strong will to succeed
<b>Respect</b>	Open mutual trust and respect for colleagues, customers, suppliers, neighbours and the Environment
<b>Innovation</b>	Embracing new technology, continually improving and providing technical solutions
<b>Dedication</b>	To our customers, staff the environment and the end product
<b>Excellence</b>	In our service levels, cost and quality

### Skills / Education / Hours of work

<b>Education:</b>	<b>Computer Skills:</b> Working knowledge of Microsoft Applications especially Word, Excel and Power Point.
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Applications Via CV to:

Leigh Cox  
Head of Engineering  
[Leighc@eicgroup.co.uk](mailto:Leighc@eicgroup.co.uk)