



Job Description

Process & Lean Manufacturing Engineer

Job Holder

Vacant

Location

Padstow, NSW

Reports to

Operations Manager – Foundry

Summary description

The incumbent will develop, implement, monitor and drive process improvement initiatives to ensure the most efficient manufacturing processes.

Direct Reports

N/A

Main Interactions – Internal

Contact

Production Workers
Operations Manager
Managers, purchasing,
Sales
Finance
Global Engineers
Global Lean Managers
Technical & R&D
Maintenance

Frequency

Daily, personally

Daily, personally, email

Purpose

Doubts, problems to solve

Doubts

Main Interactions – External

Contact

Consultants

Suppliers

Customers

Frequency

On demand,
personally
On demand,
personally
Weekly, email

Purpose

email, Solve problems of quality
email, Solve problems of quality
Products development,
material structure, processes



Job Description

Qualifications

- A four year degree in Engineering (Essential)
- Masters in Engineering
- Member of Engineers Australia (Desirable)
- Six Sigma black belt certified (desirable)
- Trained in TQM (Lean) (Desirable)

Knowledge & Experience

- 5 years plus post degree experience in manufacturing
- Exposure and ability to use internal ERP systems
- Proficiency in Microsoft Suite software
- Project Management experience

Essential Duties & Responsibilities

- Drive process improvement initiatives within production, take a proactive approach to project work and develop training methods for new processes.
- Continually improve the existing operation, for increased quality, productivity, efficiency and cost saving.
- Investigate operational problems affecting production and reporting and recommending solutions.
- Undertake the inventory coordination function within the process in conjunction with scheduling activities.
- Manage manufacturing documentation required for product manufacturing i.e., revise drawing, BOM, accurate work instructions and workmanship standards and process procedures.
- Plan, conduct and coordinate 5S type activities or projects throughout the business.
- Assist the Operations Manager to develop and improve business processes based on internal group and external benchmarking exercises.
- Act as the Lean expert for the business and particularly the manufacturing and supply chain operations.
- Provide manufacturing data i.e. production control charts, reliability, process capability, to improve process and monitor and measure progress towards target.
- Work with other departments such as Sales, Finance, Technical, Engineering to determine estimated costs, run time, cost reduction and evaluate outcome.
- Responsible for preparing and reviewing engineering documents (drawings, flow charts, work instructions, EPE's, etc)
- Will be required to cover the role of Operations & Quality Manager during periods of absence.



Job Description

Skills & Behaviour Skills

- Customer relationships
- Communication skill
- Develop relevant and creative solutions
- Negotiation
- Planning
- Problems solving
- Work under pressure
- Time management

Behaviour

- Assertiveness
- Communication
- Concentration
- Initiative
- Interaction with people
- Motivation
- Self-development

Problem Solving & Complexity

- Responsible for the quality and accuracy of own goals.
- Impact is medium and long term.
- Performs and / or supervises processes to meet the needs of internal and external customers.