

Job title: Factory Operative

Reports to: Team Leader

Location: Slinfold, West Sussex

Role Summary: You will assist in the manufacture, movement, packaging and loading of our products and be able to operate machinery, forklifts and complete manual tasks from woodworking to fibreglass.

Roles and Responsibilities

Manual Work

- This job is physical and will involve some heavy lifting and carrying
- To cut, trim, glue or pack our product in accordance with instructions
- To complete woodworking tasks in the construction of frames, jigs or boards
- To apply pastes, glass fibre, tapes and solvents in preparation of our products
- To organise and prioritise tasks, follow work instructions, engineering drawings and works orders, perform basic quality checks against product specifications and drawing tolerances.
- Ensure that productivity targets and customer delivery deadlines are achieved, ensuring that we offer a first class customer service experience.
- Maintaining a well organised and tidy production facility, adhere to all Health & Safety requirements and ensure compliance with Company policies and training requirements

Machine Operating

- To maximise the machine utilisation rate through efficient programming and preparation or scheduling of jobs
- To be able to understand and machine geometric shapes in 3D
- To be able to program machines, using a 3D CAD package, i.e. Vector works
- To operate all factory machinery in a safe and competent manner, in accordance with any instruction or training given, installation manual or course provided.
- To perform any basic maintenance or repair to any machine as trained and authorised.
- To provide support and training to other team member learning how to operate machines
- The aptitude to work more than one machine at a time. (due to long running cycles)
- Reporting of equipment and/or health and safety issues

Key skills/qualifications

- Knowledge of Microsoft Excel, Word and Outlook.
- Knowledge of health and safety regulations would be beneficial
- Forklift licence would be beneficial although full training will be provided
- Full UK Driving licence

Person Specification

- Good level of numeracy and literacy is required for this role
- Good communication skills in written and spoken English
- A team player with initiative and good communications skills
- An ability to work under pressure and to prioritise work in order to meet deadlines