

VACANCY

Technical Team Planner

Established for over 50 years HV Wooding Limited is a highly successful manufacturing business providing a sub-contract component and assembly service to Industry. Our core competencies are Presswork, Busbar manufacture, CNC Wire Erosion and CNC Machining. Working with industry leaders in the electrification of motor vehicles and battery storage.

Owing to continued growth and expansion we currently have a position for a Technical Team Planner. You will be able to aid in the planning of all new work entering the business, contributing to the necessary decisions to achieve the required results within agreed timescales. Regular contact with both customers and suppliers is essential to ensure that they are fully aware of HVW requirements. This role will be both shop floor and office based to gain an understanding of processes and operations, this knowledge will be essential to assist on continuous improvements.

Offering support to the technical team and to the operations on the shop floor this will be an active role working with all areas of the business to help deliver new products to customer right and on time.

You will need to be self-motivated with a friendly and flexible approach. Previous experience of working in an Engineering environment with the ability to read engineering drawings and the use of measuring equipment would be an advantage.

In return we offer you the opportunity to develop a good career within our company with competitive rates of pay, death in service benefit after 12 months, company contributory pension scheme and free parking. We are a highly focused family run business with a friendly, supportive, and approachable management team. Where appropriate a relocation package will be considered.

Please see a full job description below.

If you would like to apply please send your CV to jgrimes@hvwooding.co.uk.

Company Expectations

The Technical Department is focussed on the successful and timely introduction of new products and processes into production.

The Department is consistently striving to identify and use best practice and lean manufacturing methodologies.

The department is responsible for reviewing the marketplace and keeping up to date with the introduction of new technologies and equipment that could be used within our own manufacturing environment. Excellent planning and communications are required with both internal and external customers to ensure that new part customer orders can be met on time and in full whilst considering raw materials, tooling implications, product lead time and training needs.

Working closely with the Sales Department, the Technical Team will be available to advise on any new business needing technical support.

Job Purpose

The technical team planner is expected to aid in the planning of all new work entering the business, contributing to the necessary decisions to achieve the required results within agreed timescales. Regular contact with both customers and suppliers is essential to ensure that they are fully aware of HVW requirements. This role will be both shop floor and office based to gain an understanding of processes and operations, this knowledge will be essential to assist on continuous improvements. The Technical team Planner will assist the Technical Manager as and when requested.

Job Competencies, Key Skills and Experience

- An effective communicator
- Able to read engineering drawings
- Must have a high level of technical knowledge
- A good level of understanding regarding manufacturing processes
- Effective IT skills
- An analytical, methodical, problem-solving approach
- Excellent organisation skills
- Must have excellent attention to detail
- An analytical problem-solving approach
- Effective time management skills
- The ability to work as part of a team and on own initiative when problems / issues arise
- Must have the ability to work under pressure and meet deadlines
- A good working knowledge of 3D CAD
- A background in sheet metal working
- Must have the ability to develop constructive, supportive relationships with other departments
- Must be mathematical

Key Accountabilities

- To plan all new parts in a timely fashion to enable operations to manufacture work within the agreed schedule
- To ensure all programmes for CNC equipment are processed to meet customer needs
- Planning of jobs to include manufacturing routes, run rates and materials
- Liaising with Technical staff and Operations on the best manufacturing routes
- To investigate continuous improvements to maximise efficiency on running jobs

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- To be involved in the development of bus bars for new parts
- To assist in other areas of the business for improvements
- To participate in internal customer projects
- To use 3D CAD to design and produce drawings for new work and fixtures
- You will be involved in continuous reviews of existing products, to reduce manufacturing costs and profit margins without loss of performance
- Identification and resolution of new product related problems and issues
- Taking appropriate action to ensure outcomes, objectives and targets are met
- Contributing to the achievement of all operations department objectives
- Ensure there is open communication among all interested parties
- Make decisions to achieve the required results within agreed timescales
- Make recommendations concerning improvements to processes and procedures
- To ensure that all work processed by the department is done so in line with laid down procedures and is to the quality required by the customer
- To assist the Technical Manager as and when requested and to provide cover in their absence
- To carry out other duties that fall within the general scope of the post which may be required from time to time
- Delivery of new parts on time, 100% quality levels and within budget