

A factory can only function smoothly and efficiently if it has the right quantity of stock available when it needs it. This job is all about controlling stocks to ensure the smooth running of the factory.

You will ensure a stockholding of spares utilising Just In Time principles. You will manage the computer system formalising the purchasing, stockholding and planned preventative maintenance conducted within the factory.

What's the job?

Engineering Controller

Sounds interesting. What will I do?

As Engineering Controller you will:

- Monitor and maintain stock levels on the site and ensure all business engineering requirements are fully met, year round, in a cost effective manner.
- Ensure that all parts are purchased from a supplier that can meet the requirements of the Company regarding cost-effectiveness and delivery times. Ensure that minimisation of costs and stockholding, whilst always remaining aware of managing suppliers in a positive, open and fair manner.
- Investigate and recommend new suppliers, undertake evaluations of existing ones and conduct re-sourcing exercises to ensure that the organisation has strong purchasing relationships together with contingency plans if prices, services or quality are deemed unacceptable.
- Manage the storage and siting of spares in the stores to facilitate an awareness of stockholding and to establish a safe working environment.
- Implement a system and procedure to facilitate the daily servicing of all machinery including work requests and comments on work carried out to ensure an open and continuous dialogue. The aim is to achieve a positive and proactive relationship between production and engineering.
- Ensure that all contractors expected on site arrive at the designated time and are equipped or provided with the right parts to carry out the work required thus avoiding any delays and ensuring work gets done.

- Liaise with the Quality Assurance team to address all issues either caused by or to be fixed by the engineering team.
- Liaise with production to address daily engineering issues including work to be done and requests for jobs
- Meet with sales representatives to give and seek advice on new and existing equipment.

What knowledge, skills, qualifications and experience will I need?

You should have:

- Ideally a National Certificate / Diploma in electro-mechanical engineering.
- One to two years in a stock controlling capacity with some additional engineering experience preferable.
- An understanding of the machinery in the factory.
- A knowledge of mechanical and electronic engineering
- Stock control knowledge.
- Knowledge of handling suppliers and contractors
- Planning, organisational and interpersonal skills and a good telephone manner.
- Numerical and financial skills.
- The ability to work in a team and autonomously.
- Competent in the use of Microsoft Word and Excel and a capability to use engineering packages.

