

**JOB DESCRIPTION**

Position Title	QHSE ENGINEER	Department	Production
Location	Bicester	Reporting to	Ops Director
Mgt Responsibility	1		

1.	<b>PURPOSE</b>		
	Ensuring the individuals and business are safe and compliant in all HSE areas, that management understand their responsibilities and the business is legally compliant to drive quality & efficiency improvements across Powdertech.		
2	<b>Accountabilities</b>		
	<ul style="list-style-type: none"> <li>• Lead and manage continuous improvement</li> <li>• Complying to company Health &amp; Safety requirements</li> <li>• Training and mentoring staff</li> <li>• Lead Kaizen workshops</li> <li>• Liaising with all departments</li> <li>• Ensuring staff comply with all policies and procedures</li> <li>• Maintaining the QMS according to ISO9001/14001</li> <li>• Managing health and safety</li> <li>• Managing the Risk Action Plan</li> <li>• Conducting health, safety, and environmental audits</li> <li>• Maintaining the Quality Control Plans</li> <li>• Ensuring Non-Conformance has been registered, investigated thoroughly and all actions have been completed before closure.</li> <li>• Supporting 5S disciplines</li> <li>• Directly liaise with external and internal customers</li> </ul>		
3.	<b>Additional Responsibilities/Special Features</b>		
	<ul style="list-style-type: none"> <li>• Support the production manager role when that person is absent.</li> </ul>		
4.	<b>Profile</b>		
	<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
	<ul style="list-style-type: none"> <li>• Degree level qualification</li> </ul>		<b>X</b>
	<ul style="list-style-type: none"> <li>• Six Sigma green belt</li> </ul>	<b>X</b>	
	<ul style="list-style-type: none"> <li>• NEBOSH</li> </ul>	<b>X</b>	
	<ul style="list-style-type: none"> <li>• Lead Auditor</li> </ul>	<b>X</b>	

Experience		Essential	Desirable
<ul style="list-style-type: none"> <li>• Extensive experience in Quality Assurance</li> <li>• Good understanding of Health &amp; Safety regulations</li> <li>• Extensive knowledge of Lean Manufacturing and continuous improvement</li> <li>• Management experience</li> <li>• Strategic and methodical mindset</li> </ul>		X	
		X	
		X	
		X	
			X
Knowledge & Skills		Essential	Desirable
<ul style="list-style-type: none"> <li>• Strong people management</li> <li>• Excellent communication and interpersonal skills</li> <li>• Excellent organisation and planning skills</li> </ul>		X	
		X	
		X	
Attributes (Qualities & Behaviours)		Essential	Desirable
<ul style="list-style-type: none"> <li>• Embrace and drive positive change</li> <li>• Pro-active</li> <li>• Ability to operate under pressure and think on your feet</li> <li>• Conscientious, diligent</li> <li>• Custome- focussed and responsive</li> <li>• Highly self-motivated, driven to achieve, self-disciplined</li> <li>• Pays attention to detail</li> <li>• Anticipatory</li> <li>• Team player driving positive work culture</li> </ul>		X	
		X	
		X	
		X	
		X	
		X	
		X	
		X	
		X	

**Disclaimer** The preceding Job Description is intended to provide the general nature and level of work to be performed. It is not intended to be a detailed description of the job or be interpreted as a comprehensive listing of all duties, responsibilities, and qualifications required of employees assigned to this job.

Line Manager:	Signature		Name		Date	
Job Holder:	Signature		Name		Date	