

JOB DESCRIPTION

Job Title:	Engineering Delivery Manager (E7 salary band)	
Full or part-time role:	Full Time – 40 hrs per week	
Company:	Supacat Ltd	
Main purpose:	To manage and develop the capability and capacity of the UK engineering team to meet project deliverables on time and in full. To ensure there is access to relevant subject matter expertise as required. To ensure supporting processes, tools and standards are in place to achieve this, ensuring alignment with other departments and companies within SC Group. To deputise for the Engineering Director if required.	
Issue & Date:	Issue 3	31/01/23

SC Group encompasses a group of companies within the UK and Australia who design, manufacture and deliver special purpose machines and equipment. As an employee within the UK Group of companies you should work as part of the team, be flexible in your approach to your work and fulfil any reasonable request to do tasks that may arise and is within your capability. However, the information below provides details on the key responsibilities of your role.

KEY AREAS	Key Responsibilities	Other Responsibilities
Engineering Support	<ul style="list-style-type: none"> Own and manage the engineering estimation and resource allocation process to meet internal and external project milestones through liaison with business stream leads, project/principal engineers and project managers Identify and fill gaps in specialist skills or resource peaks requiring subcontractors or partnerships to achieve full and timely delivery of bids, projects and tasks Directly support and lead (where requested) engineering bid responses, drawing on own technical and commercial knowledge and capabilities Manage and develop the SC Group engineering knowledge and skills base, addressing trends, risks and opportunities in partnership with subject matter leads Facilitate the development and training of engineering staff through use of the company appraisal system and in partnership with respective team leaders Manage and improve the use of CAD and PDM software to take best advantage of its capabilities, including interfaces and work flow to other Group software Monitor and report workflow, schedule achievement and progress using tools such as Earned Value Management (where appropriate) in line with other departments. Ensure SC Group engineering procedures and processes are fit for purpose and followed, leading their continuous improvement. Represent the Engineering Department at Project Reviews and BRG meetings 	<ul style="list-style-type: none"> Report writing, approval and project information recording. Undertake or provide any training that is necessary for your role and professional development To understand and use the Company Handbook and follow the Company's policies with regard to Quality, Health and Safety, Security and IT where appropriate. To maintain an awareness and observation of Fire, Security and Health and safety regulations. Ensure all personal data is managed in accordance with GDPR and company policy Support the business development activities of Supacat, Proteum, Blackhill Engineering and SC Innovation.

Employee	Name:	Signature:
		Date:
Manager	Name:	Signature:
		Date:

PERSON SPECIFICATION

	Essential	Desirable
Work based competencies	<ul style="list-style-type: none"> Working knowledge of CAD, ERP, MRP and PDM systems Proficient user of Microsoft Office software, including MS Project. Excellent communication skills (verbal, presentation and written), with ability to apply different styles as required for staff at all levels, suppliers and customers. Manage staff Output-driven approach to engineering deliverables and process improvement 	Knowledge and use of PLM systems
Behavioural competencies	<ul style="list-style-type: none"> Able to lead and mentor Approachable and dependable Logical and thorough approach to record keeping and document control Drive to achieve quality in all that they do Able to work effectively under pressure to achieve deadlines Balances innovation with a disciplined approach and outstanding organisational skills 	
Qualifications & experience	<ul style="list-style-type: none"> Minimum HNC or equivalent in a relevant engineering discipline Working towards and able to achieve CEng status within 3 years of being in post Proven track record of engineering management in a complex environment Contemporary knowledge of the engineering 'state of the art' in disciplines relevant to SC Group Excellent knowledge of design and manufacturing techniques and standards Able to identify, apply and manage safe systems of working including use of operational and design safety management processes (ie risk assessment, DFMEA & PFMEA) 	<ul style="list-style-type: none"> IOSH Managing Safely Masters degree in a related engineering discipline CEng
Organisational fit	<ul style="list-style-type: none"> Able to work on an informal basis with colleagues and communicate directly. Able to work as part of a team. 	

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	<ul style="list-style-type: none">• Has the desire and ability to contribute to the Group as a whole.• Communicates honestly, openly and positively.• Able to work on your own initiative and maintain your own motivation.• Able to work on an outcome related performance system. Has a positive approach to problems and their resolution	
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