



Langford Lodge

Langford Lodge Engineering Co Ltd produce components and sub-assemblies for the aerospace industry to exacting standards, in one of the most technologically advanced precision engineering factories in Northern Ireland. The company has an established “world class” reputation for quality reflected in a portfolio of blue-chip customers including Martin-Baker, Goodrich Aerospace, Bombardier Aerospace-Shorts and Airbus UK.

A vacancy has arisen for a:

QUALITY ASSURANCE ENGINEER

Responsible to the Quality Manager the post holder will be required to develop, implement and improve the quality assurance systems and controls within a customer dedicated manufacturing cell, in accordance with ISO9001: 2000 and AS9100 (aerospace standard) procedures and approvals.

The ideal candidate will be educated to Degree standard in an Engineering/Manufacturing discipline and have at least three years experience in an Engineering/Manufacturing environment. A hands on approach with the ability to interpret precision engineering drawings and specifications would be a distinct advantage. Experience of liaising closely with customers, auditing and supplier development is essential.

A working knowledge of current continuous improvement systems and practices (e.g. Kaizen, FMEA, SPC, other analytical methods) would be advantageous.

Applicants should have up-to-date PC skills, strong leadership skills, must be highly motivated, team orientated and be able to demonstrate good communications and proactive problem solving skills.

Remuneration for the post includes an attractive salary, sick pay scheme, pension scheme and travel to work allowance.

HOW TO APPLY:

You can apply on-line by logging on to:

<http://rlc-langford.erecruit.co.uk>

Tel 02894 451400

Email: kim.curneen@rlc-langford.com

website: www.rlc-langford.com

Closing date for completed applications is Friday 12th March 2010 at 10.00 am

Applications are welcome from all and appointment will be made on the basis of merit.

03/03/10 Role Description:

Quality engineer

Job & Context	Main Responsibilities
<p>Reporting to the Quality Manager, the Quality engineer will be responsible for leading and developing the team to deliver all required quality assurance targets both now and in the future.</p> <p>The quality engineer's team will contain a mix of skill levels.</p> <p>The Quality engineer will play a key role in leading the organisational change on site through continuous improvement of processes, plant and people.</p> <p>The Quality engineer will be supported in this role by the site management team, technical support, engineers, production controllers etc.</p>	<ol style="list-style-type: none">1. Plan, schedule & manage the work of the team2. Manage team roles & relationships3. Improve work processes, manage Change4. Set goals & manage production performance5. Continuously develop their own skills and those of their team6. Manage communications within & outside the team7. Manage assets, process & safety

Quality engineer Competencies

<p><i>Commitment to Results</i></p> <p>Demonstrates energy, commitment, drive & follow through that delivers high quality results. Takes initiative - is proactive in developing new ways of working, challenges the status quo. Willing to take responsibility for decisions. Focuses on internal & external customer requirements</p>	<p>Problem Solving</p> <p>Understands complex issues. Balances sound analysis & judgement. Innovative, adaptive, questioning & creative. Focuses on the important issues. Has capacity to take intelligent risks. Focuses on the important issues. Establishes priorities.</p>
<p><i>Leadership</i></p> <p>Provides & communicates clear direction & vision. Self confident, maintains high standards, leads by example (a role model - driving & delivering behavioural change), balances control with appropriate delegation, motivates & empowers team & peers, a key influencer. Encourages initiative, contribution & open collaborative relationships.</p> <p>Proactive in approach / a leader of change - constantly striving for new/better ways of working. Strong communication skills at all levels.</p>	<p>Strategic awareness & capability</p> <p>Commercially & financially aware. Aware of internal & external environment. Adjusts effectively to uncertainty & change.</p>
<p>Interpersonal Effectiveness</p> <p>Positive personal impact. Develops effective relationships - within / outside the team. Strong Networker. Challenges appropriately, willing to provide honest/open feedback. Strong organisational insight & influence. Manages change sensitively. Keeps others informed on key issues. A supportive team member, respects & works well with others.</p>	<p><i>International Perspective</i></p> <p>Deals effectively with people external to the business & with people from different cultures within & outside the wider Company.</p>

People Development

Puts a high priority on developing people, distinguishes the development needs of others, appraises openly & honestly, provides feedback, coaching & self development opportunities. Proactive in managing own development and committed to continued personal learning, reflection & feedback.

Functional Competence

Aware of best practice operations/ methods.
Computer Literate

Values

Demonstrates a commitment to 'people' values in own behaviour.

1. Plan, schedule & manage the work of the team

Need to Do	Need to Know
<p>Ensure needs of internal & external customers are met</p> <p>Liaise with suppliers internal/external to ensure that services are provided to meet production targets</p> <p>Input to site business planning, strategy & plant design</p> <p>Co-ordinate & schedule work of the team to deliver production plans</p> <p>Take decisions on change to plans, products, and priorities and communicate changes within team, with other teams, site management and central production and logistics.</p> <p>Manage manning - within 'shift' and forward planning (sickness, training gaps, holidays etc.). Optimise internal resources, maintenance, quality assurance, technical support.</p> <p>Manage materials and components to deliver performance, optimise utilisation and minimise waste.</p>	<p>Business/Production Schedule - short, medium & long term</p> <p>Internal / external suppliers & customers</p> <p>Awareness/Appreciation of the operation of the appropriate pieces of plant /equipment.</p> <p>The skill mix required and available within the team</p> <p>Health & safety and environment policy/procedures appropriate to the work area.</p>

Ensure team is properly supported by services, for example, maintenance support, quality support, technical support, to optimise team and production performance.

Ensure that safe working practices are followed at all times

2. Manage Team roles & relationships

Need to Do	Need to Know
<p>Provide clear leadership & direction to the team</p> <p>Facilitate the team to make their own decisions.</p> <p>Appraise team members, feedback on their performance and take appropriate action to deal with individual performance issues.</p> <p>Manage all issues with regard to attendance/absence, discipline, grievance, performance of team members</p> <p>Co-ordinate with HR on all HR policies & Procedures.</p> <p>Ensure team member & specialist support personnel work effectively to carry out their role to high quality & performance standards</p>	<p>The qualities of an effective leader.</p> <p>How to lead and motivate a team towards the achievement of high performance</p> <p>How to manage meetings effectively and Team briefing methods.</p> <p>Feedback skills / methodology</p> <p>Performance review skills</p> <p>Policies & procedures relating to:</p> <ul style="list-style-type: none"> - Attendance/absence - Discipline - Grievance - Performance - EO - Harassment

	<p>Effective recruitment & selection methods</p>
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How to represent views & communicate effectively both
upline & downline

3. Improve work processes

Need to Do	Need to know
<p>Lead and support performance improvement initiatives through asset care and continuous improvement programmes. Work with Manufacturing Managers & others to deliver improvements to processes & products</p> <p>Contribute to, support & facilitate capex, process improvement & technical support projects</p> <p>Identify performance issues & take appropriate actions to address them via e.g. and Continuous Improvement Programme</p> <p>Ensure team members take ownership for process improvements</p> <p>Optimise plant utilisation; contribute to the specification & installation of new plant & equipment</p>	<p>Understand the production process and practices & how it might be improved</p> <p>How to effectively utilise plant</p> <p>Understand the continuous improvement policy/strategies.</p>

4. Set goals & manage production performance

Need to Do	Need to Know
<p>Facilitate team to optimise plant performance and reliability</p> <p>Agree stretch objectives with the site management team. Involve the team in setting targets / plans to meet these objectives and review these objectives regularly.</p> <p>Ensure corrective action is taken (as required) to meet objectives</p> <p>Report conformance to plans, targets & objectives to team & management team (set up reporting systems as required). Involve team members in reporting, using a balanced score card approach.</p> <p>Attend & lead production & site performance meetings as required</p> <p>Manage finances and performance against key targets/ performance indicators, involving team members.</p> <p>Flag issues with performance which require external</p>	<p>Site performance targets / objectives</p> <p>How to set stretch objectives</p> <p>Details of plant & equipment reliability / optimisation</p> <p>How to set effective measurement & reporting systems</p> <p>Budget development / management</p> <p>Balanced score card</p>

(specialist, technical support or site management) support,
and initiate appropriate action to deal with them.

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5. Continuously develop own skills and continuously develop the skills of the team

Need to Do	Need to know
<p>Support the team in identifying their skills gaps and appropriate solutions to meet the need. Participate in training, coaching & development to improve performance and extend skills</p> <p>Identify own training needs and take responsibility for developing the right skills and competencies to support the team</p> <p>Help team members to develop their own training and development plans and monitor progress against plans</p> <p>Identify best industry practise, World Class Manufacturing Standards and develop ideas on how to implement.</p>	<p>How to identify development needs/gaps</p> <p>The training system - training delivery & skill assessment methods - MAP</p> <p>Coaching skills</p> <p>Communication / feedback skills</p> <p>Best practice processes in identifying training needs, managing MAP development plans</p>

6. Manage communications within & outside the team

Need to Do	Need to Know
<p>Provide regular communications to the team, including team briefing, about site & business issues, using core brief & other communications processes</p> <p>Liaise with other Quality engineers, site production management on resources, manning and production issues.</p> <p>Communicate changes to plans to other teams, site, central production etc</p> <p>Interact with and support other quality engineers on problems, initiatives, working arrangements and consistency</p> <p>Interact with component suppliers in relation to the quality of products/ components and the quality of the service</p>	<p>Team meeting/ briefing methodology</p> <p>Key internal & external customers & suppliers</p> <p>How to structure /facilitate effective meetings - use good meeting processes (e.g. post)</p> <p>How to give information in a timely, coherent manner.</p>

7. Manage assets, process & safety

Need to Do	Need to Know
<p>Understand the overall site production process, and the respective roles of engineering, maintenance, quality and process tasks.</p> <p>Actively support and participate in operational and specialists tasks as required to deliver production and performance plans</p> <p>Maintain & upkeep ISO procedures</p> <p>Work in conjunction with the Safety, Health & Environment Executive to manage safety performance in accident reporting, hazard prevention, hygiene and good housekeeping, ensuring all team members understand & comply with relevant specified procedures.</p> <p>Manage out unsafe working practices</p>	<p>Understand the site production process/ procedures, and the respective roles of engineering, maintenance, quality & process tasks etc</p> <p>The ISO systems</p> <p>Health & Safety & Environment procedures for the site/plant</p> <p>Basic plant maintenance</p>

03/03/10 Personnel Specification: Quality Assurance Engineer

PERSONNEL SPECIFICATION

POSITION Quality Assurance Engineer

	ESSENTIAL	DESIRABLE
1. Qualifications	Degree standard in an Engineering / Manufacturing discipline.	
2. Experience	Strong working experience in Engineering/Manufacturing environment. Auditing. Supplier Development. Liaising closely with customers.	
3. Knowledge & Skills	Quality Assurance systems in Manufacturing. Up-to-date P.C. Skills. ISO 9001:2000 AS9100	Ability to Interpret Engineering Drawings and specifications. A working knowledge of current continuous improvement systems and practices.
4. Personal Qualities	Good Communication skills. Strong Leadership Skills A highly motivated team player. A self-starter with proactive problem solving skills.	Experience of leading projects
5. Circumstances		Ability to work overtime when required. Travel to Suppliers & Customers.

QUALITY ASSURANCE ENGINEER

- **Hours of work**

Dayshift

8.00am to 4.30 pm Monday to Thursday

8.00 am to 1.00 pm Fridays

(37 hour week)

Employees may be required to work on dayshift or any other systems of shift working as may be required from time to time by management, including nightshift.

- **Terms and Conditions**

Salary:- Circa £29K

- Travel to work allowance - 6p per mile
- Company Pension scheme
- Company sick pay scheme
- 25 days holidays and 8 statutory holidays accrued during first year's service.