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**PRODUCTION TEAM LEADER**

**SALARY: COMPETITIVE & DEPENDENT ON EXPERIENCE**

Permali Gloucester Limited are specialist manufacturers of composite products who are principally involved with automotive, defence, and marine industries. Reporting to the Production Supervisor, we are currently recruiting for a Production Team Leader.

As a Team Leader, your role would be the daily management of your team, to discharge the requirements of the production schedule as directed by the production supervisor and to ensure that the requirements of Health and Safety, Quality, Cost and Delivery Schedule Adherence are met and maintained.

**Responsibilities include**

* Ensure team comply with all relevant health and safety and COSHH regulations.
* Promote and maintain a safe, clean working environment.
* Delegate tasks to the team using the Work to List to prioritise.
* Monitor team time and attendance.
* Motivation of team members and encouragement of creativity and ‘out of the box’ thinking.
* Encourage two-way communication and feedback.
* Conflict resolution and feedback to Supervision.
* Participate in business training and personal development programmes.
* Conduct shift handovers, both written and verbal to ensure jobs in work are continued/completed and any new workload requirements are identified and scheduled.
* Identify and provide training where required and act as a mentor for Apprentices.
* Be a focal point for the dissemination of information.
* Ensure the meeting of operational targets on a daily basis.
* In conjunction with Supervision, carry out Risk and/or COSHH assessments as required.
* Ensure a high standard of work quality is maintained.
* Ensure all process paperwork is completed in line with the completion of the task.
* Provide feedback to the Supervisor on issues and concerns arising, along with potential solutions.
* Lead and participate in Continuous Improvement initiatives, embracing the principles of CI and Kaizen
* Support Supervision to achieve 99% ‘Right First Time’ manufacture of components as well as 95%+ ‘On Time In Full’ delivery of parts and assemblies.
* Shop floor data collection system (WINMAN GO) is adopted, operated, and maintained in accordance with the prescribed procedure.
* All Operators are at their workstations at the start of their shift.
* Ensure the company holiday request procedure is adhered to.

**Key Skills & Experience**

* Circa 3 years + ‘hands on’ experience, firmly grounded in production or manufacturing.
* Able to read and understand technical drawings.
* Good, effective communication skills both written and verbal.
* Able to delegate tasks confidently.
* A flexible and proactive ‘can do’ attitude.
* Good conflict management skills.
* Be computer literate.

If you are interested in applying for the vacancy, please forward on a CV to Felicity Rees or Jaqui McGee in Human Resources: [jobs@permali.co.uk](mailto:jobs@permali.co.uk) or call us on: (01452) 543 234