

Job Title:	Programme Manager
Work Location	Transcal Engineering, Racecourse Road, Pershore, WR10 2DG
Reports To (Line Manager):	Engineering Manager
Your main purpose is:	Responsible for the co-ordination and control of new product introduction from acceptance of customer order to manufacture. Ensuring delivery to timing deadlines, cost and quality

Key Responsibilities and Duties

BACKGROUND:
 Based in the heart of the UK with a long and distinguished history serving the Defence and Rail industries, Transcal Engineering offer world-class fabrication to both UK-based and international clients. The combination of a highly skilled workforce and Transcal’s passion for innovation and engineering excellence allows us to offer comprehensive, high quality and competitive solutions for a variety of customers. As a result of continued success and growth we’re now looking to add to our already talented team

SAFETY:
 Safety must always be a prime consideration and you are required to ensure that the safety of people, the environment and our products are never compromised

DESCRIPTION:

- Coordinate all project elements including engineering design, quality planning, manufacturing, installation, commissioning, and final buy-off phases
- Manage the project within budget and track tasks against the project timing plan
- Plan project requirements and resources, including the sourcing of subcontract elements, etc.
- Lead project reviews (including Milestone or Gateway reviews) to report progress and ensure actions are taken to ensure that the project remains on schedule to deliver customer requirements
- React promptly and effectively to changing client and product needs and undertake feasibility studies to confirm
- Anticipate any potential project risks, identifying and establishing corrective actions
- Produce deliverables on-time to customer requirements, clarifying these requirements where necessary
- Define the customer specification into either a departmental action or subcontractor order
- Accurately cost any changes in specifications
- Track customer changes and participate in customer and supplier meetings when required
- Participate in Design Failure Mode and Effect Analysis (DFMEAs), Quality history reviews, robustness studies, etc
- Participate in Advanced Product Quality Planning (APQP) and Production Part Approval Process (PPAP) processes

Person Specification

Essential -

- Minimum of 3-5 years current experience within a similar position, industry, or engineering environment
- Demonstrable knowledge and experience of working with BS EN ISO standards, (BS 8888)
- Excellent communication skills and the ability to read and interpret engineering drawings
- Strong IT skills and a knowledge of design and engineering software
- Strong problem-solving skills
- Ability to manage effectively to deadlines and the achievement of targets
- Excellent team player with a proactive hands-on approach
- Ability to prioritise and perform duties whilst under minimum supervision

Desirable –

- Experience of working within the guidelines of BS EN ISO 9001, 14001, 45001-(18001), 3834, EN 15085
- Experience of working within Defence, Aerospace or Rail industries and application of Def-Stan / Mil-Std, and RIS

Working Days	Monday – Friday (subject to change depending on business requirements)
Working Hours	7:45 – 17:15 Mon - Thurs / 7:45 – 13:00 Fri (40 hours of work per week. You may be expected to work any additional hours depending on business requirements)
Salary and Benefits	Competitive salary and benefits package available dependent on experience

This job description is not intended to be exclusive or exhaustive. It is an outline indication of the areas of activity and may be amended to reflect the changing needs of TRANSCAL Engineering.