

<b>Job Title:</b>	<b>Operations Manager - PMD</b>
<b>Location:</b>	<b>Aviemore</b> ( <i>requirement to visit other locations, including Customers sites</i> )
<b>Responsible To:</b>	<b>Divisional Manager - PMD</b>
<b>Direct Reports:</b>	<b>Supervisors, Team Leaders</b>
<b>Review Date &amp; Rev No</b>	<b>17/01/22 / Rev03</b>
<b>Purpose of Job:</b>	<p>The Precision Manufacturing Division is a key area of Strategic importance within the Hydrasun Group. The role of Operations Manager is to support the Divisional Manager in Leading &amp; Managing the Division, and:</p> <ul style="list-style-type: none"> <li>• Deliver the highest standards of safety, quality and service in accordance with the company policies and divisional objectives.</li> <li>• Contribute to ensuring all KPI's, Sales, Margin and Cost targets are achieved.</li> <li>• Contribute to Developing, Implementing &amp; Maintaining our precision manufacturing capability in-line with the overall strategy and objectives of the company.</li> <li>• To deputise for the Divisional Manager when required.</li> </ul> <p>Specific responsibilities are detailed in the section below. Due to the nature of the role these may change over time dependent on department and company priorities.</p>
<b>Key Areas of Responsibility:</b>	<p><b><u>Leadership</u></b></p> <ul style="list-style-type: none"> <li>• Actively promote HSEQ standards and compliance.</li> <li>• Demonstrate Hydrasun core values.</li> <li>• Contribute to developing the strategy for continued profitable growth of the division.</li> <li>• Contribute to developing the culture and focus needed, both at Aviemore and in influencing across the Hydrasun Group, to ensure the division and company achieve their overall goals to drive business growth.</li> <li>• Collaborate and communicate clearly with colleagues locally and throughout the organisation to ensure effective transfer of best practices, including promotion of "best in class" working practices.</li> <li>• Deputise for the Divisional Manager as required to ensure continuity of leadership and standards.</li> </ul> <p><b><u>Operations Leadership</u></b></p> <ul style="list-style-type: none"> <li>• Responsible for providing leadership and direction to direct reports to ensure achievement of the Division's goals.</li> <li>• Responsible for ensuring compliance with the company's HSE, Quality and HR management processes and systems in all work undertaken.</li> <li>• Lead and participate in strategy reviews, internal and external operational audits, budgeting and inventory management processes</li> <li>• Ensure that the work is produced and delivered through processes which are capable, clearly specified and consistently controlled in conjunction with the Company's Quality Procedures and customer specifications.</li> <li>• Conduct regular reviews of the effectiveness of the division's processes and implement actions regarding key areas for growth and improvement of services.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide regular and comprehensive reports to Divisional Manager on the status of the division and key indicators with appropriate benchmarks drawn from external sources.</li> <li>• Ensure that future requirements are planned at a detailed level within the division to meet business needs, instigating recruitment and training as appropriate.</li> <li>• Support growth in sales of Aviemore manufactured products.</li> </ul> <p><b><u>Team Management</u></b></p> <ul style="list-style-type: none"> <li>• Responsible for the overall management, competency and personal development of employees within the sphere of control.</li> <li>• To take responsibility for the day to day management of assigned personnel including carrying out performance reviews, objective setting; training and development needs; performance management; discipline and grievance handling, in line with the HR policies, procedures and processes..</li> <li>• To promote and encourage a team working environment and a culture in line with the Company's Core Values.</li> </ul>
<p><b>Key Attributes:</b></p>	<ul style="list-style-type: none"> <li>• Strong experience at management level in a manufacturing business.</li> <li>• A demonstrable and strong track record of achievement.</li> <li>• Demonstrable focus on internal and external customer needs.</li> <li>• Great leadership qualities and characteristics with the means to ensure the achievement of the stated purpose and overall responsibilities</li> <li>• Promote and foster a culture of continuous improvement and innovation.</li> <li>• Strong interpersonal skills with the ability to lead teams and build rapport with other managers within Hydrasun and key strategic suppliers and customers. Maintain the external relationships consistent with the goals, philosophies and core values of the Company.</li> <li>• A good understanding of, and ideally experience within operational and project management areas, in the context of defining, implementing and executing improvement strategies and plans and the achievement of associated initiatives and objectives.</li> </ul>
<p><b>Interfaces (Internal/ External):</b></p>	<ul style="list-style-type: none"> <li>• Close co-operation with all other internal departments, including remote Company branches.</li> <li>• Customer and supplier interfaces as necessary to ensure high levels of service provision.</li> <li>• Internal and external auditors and other statutory bodies as required.</li> </ul>

Qualifications:	<i>Essential</i>	<i>Desirable</i>
	<ul style="list-style-type: none"> <li>• Educated to degree level in a relevant discipline (e.g. engineering) or equivalent vocational experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Formal Leadership and/or Management Qualification</li> </ul>
<p><b>Experience Required:</b></p>	<ul style="list-style-type: none"> <li>• <i>Essential</i></li> </ul>	<p><i>Desirable</i></p>
	<ul style="list-style-type: none"> <li>• Will have held a management role in a manufacturing company, <b>Ideally within a CNC Machining Environment</b> for a demonstrable number of years</li> <li>• Proven track record of delivering quality product on or ahead of time and budget</li> </ul>	<ul style="list-style-type: none"> <li>• Senior level management experience with P&amp;L responsibility/understanding.</li> </ul>

	from a manufacturing operation	
<b>Skills/Training Competences:</b>	<ul style="list-style-type: none"> <li>• <b>Essential</b></li> </ul>	<b>Desirable</b>
	<ul style="list-style-type: none"> <li>• Ability to communicate effectively at all levels and across all disciplines, both verbally and in writing</li> <li>• Strong focus and ability in relation to prioritisation of tasks and allocation of resources</li> <li>• Excellent organisational ability</li> <li>• Proven ability to motivate and inspire individuals to achieve their full potential</li> <li>• Proven leadership and management ability</li> <li>• Ability to network effectively within various industry sectors</li> <li>• Strong commercial / strategic focus with the ability to see the “big picture”</li> <li>• Ability to keep up to date and informed on key industry trends and developments</li> <li>• Strong Customer Focus</li> <li>• Tenacity / Resilience and Determination</li> <li>• High level of Integrity</li> <li>• Able to conduct clear, concise and effective presentations</li> <li>• Ability to negotiate effectively</li> </ul>	

Please note that you may be requested to undertake other duties from time to time and it is possible that your duties may change over time. You will be expected to co-operate with all reasonable requests. If the changes are deemed to be longer term then this job description will be revised.

Signature of Job Holder: \_\_\_\_\_

Date: \_\_\_\_\_

Name in Capitals ( Candidate )

Signature of Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Name in Capitals ( Don Morrison )