

JOB TITLE	Production Manager
LOCATION	Newcastle Area
EMPLOYMENT	Permanent
REPORTING TO	General Manager

DESCRIPTION OF FUNCTION

This pivotal role is responsible for the day to day operations of two facilities. One providing fabrication and welding services and the other an assembly and test facility. A proven leader with shop floor experience with an ability to plan production capacity, problem solve, interpret drawings, use strong initiative, and manage an experienced workforce of approximately 20 employees.

This position is ideal for a leader who enjoys a constantly changing production environment and wants to drive continuous improvement.

Working closely with the Leadership team, as well as the projects, planning and operations groups to ensure existing and future business needs are identified and made available as required.

Be seen as a champion to foster a strong culture of continuous improvement, growth and development in line with the business strategic objectives within the workshops.

JOB RESPONSIBILITIES

- Lead and manage production operations across two closely located sites, encompassing welding, fabrication, assembly, and testing activities
- Plan production capacity and develop short- and long-term resource allocation plans, aligning labour, equipment, and materials with operational and project requirements
- Coordinate workflows across sites to optimise efficiency, throughput, and effective use of resources
- Manage departmental performance against agreed targets, budgets, policies, and operational standards
- Develop, maintain, and utilise systems to measure performance against established KPIs and standards, taking appropriate action where performance deviates
- Monitor efficiency and productivity, communicating performance outcomes and implementing corrective or improvement actions as required
- Ensure all production activities consistently meet quality, safety, and delivery requirements
- Maintain strict adherence to Health, Safety and Environmental (HSE) procedures, actively promoting safe working practices and accountability for personal and team safety
- Lead the investigation and resolution of production and quality-related issues, including non-conformances, to minimise impact on delivery and customer satisfaction
- Liaise with customers and suppliers as required, particularly in relation to quality issues, corrective actions, and product compliance
- Manage product validation and verification testing in accordance with approved test plans
- Participate as a key member of a multidisciplinary team supporting all phases of New Product Introduction (NPI)

- Assess technician competencies, maintain training and competency records, and identify development needs
- Mentor and support the development of less experienced team members, contributing to a strong and capable workforce
- Actively promote continuous improvement initiatives, lessons learned, and departmental improvement projects
- Operate effectively across multiple environments, engaging with stakeholders at all levels from shopfloor to senior management
- Share knowledge of company products, processes, and best practices to support operational excellence
- Contribute to a positive team culture through a willingness to learn, develop, and collaborate
- Undertake additional tasks within capability as directed by management

CAPABILITY PROFILE; KNOWLEDGE, SKILLS AND EXPERIENCE

- Recognised qualification (NC/HNC/SQA or equivalent) in Production, Fabrication, or a related discipline, or completion of a relevant apprenticeship; alternatively, a demonstrable track record in a similar role
- Minimum 10 years' experience in a workshop manufacturing environment
- Proven supervisory experience in a production or fabrication setting
- Strong background in fabrication, including MIG and FCAW welding processes
- Ability to read and interpret technical drawings, specifications, and procedures
- Experience in the assembly and testing of pressure-retaining products
- Extensive knowledge of production and fabrication systems and workflows
- Strong understanding of subsea fabrication, welding, and quality standards
- Sound knowledge of WHS and experience working in safety-critical environments
- Good written and verbal communication skills, with the ability to work effectively within a team
- Strong planning, organisational, and prioritisation skills
- Flexible and adaptable approach to meet changing project and business requirements
- Competent PC skills, including Microsoft Office applications (Outlook, Excel, Word)
- Knowledge of Microsoft Project would be considered an advantage but is not essential