

Workshop Manager

Outline:

The job holder will be responsible for the efficient running of a team of personnel to manufacture and assemble equipment for the metals industry on behalf of the company. Based in the Shanghai region the Workshop Manager will manage and coordinate the assembly of a wide range of products to ensure on time delivery to specification and within budget. Some travel within the region may be necessary to perform this role. Experience of metals related equipment on the Chinese market is important in addition to a good understanding of commercial negotiations and a demonstrable previous excellent performance.

Main Responsibilities:

Reporting to the Managing Director the successful candidate will:

- Support the proposal activities for estimating cost and time for assembly
- Manage the workforce in the factory to ensure efficient operation
- Ensure accurate and detailed records maintained of all contracts for quality and cost
- Ensure the company meets all of the safety requirements in PRC for our activities
- Coordinate the activities of the engineering design department to localize the products in China
- Manage and control a team of supervisors to control the work in the factory
- Maintain records of the equipment supplied
- Coordinate with HR training for the workshop personnel for their safety and personal development
- Manage the operation of the factory to budget and introduce cost saving practices and reduce the operating costs

Key Skills:

- Experience of assembling and manufacturing large metals related equipment
- Knowledge of Quality Control and Quality Assurance systems
- Ability to read, write and speak English and to interpret if required
- Able to read engineering drawings
- Good IT skills
- Ability to communicate well externally and within the team in the business

Qualifications and experience:

- Bachelors Degree in an appropriate Engineering discipline
- Preferable to have experience of the metals equipment business
- Experience in a manufacturing and assembly workshop