



CNC Team Leader

Last reviewed: April 2024

Reporting to: Production Manager

Direct Reports:

CNC Operators
CNC Setters
CNC Programmers

Collaborates With:

Production Manager
Quality
Assembly Team Leader
Stores
Engineering
Planners
Purchasing

Brief Description / Purpose of the function:

As a CNC Shop Team Leader, you will be responsible for overseeing the daily operations of the CNC shop floor, ensuring that production targets are met efficiently and safely. You will lead a team of CNC operators' setters and programmers, providing guidance, support, and training as necessary. The role requires strong technical knowledge of CNC machining processes, as well as excellent leadership and communication skills.

Main areas of responsibility are as follows, but are not limited to:

1. Supervise and coordinate the activities of the CNC shop floor team, including CNC, operators, setters and programmers and support staff.
2. Assist the planning team to plan and prioritize production schedules to meet customer demands and deadlines
3. Monitor machine performance and efficiency, troubleshooting any issues that arise and ensuring optimal productivity.
4. Train new team members on CNC machining techniques, safety procedures, and quality standards.
5. Conduct regular feedback sessions and provide feedback to team members to encourage growth and development.
6. Maintain inventory levels of raw materials, tooling, and supplies, and coordinate with purchasing department for replenishment.
7. Ensure compliance with health and safety regulations and company policies on the shop floor.
8. Collaborate with engineering and design teams to optimize CNC programs and improve machining processes.
9. Collaborate with the Production Manager and Quality Team on Implementing continuous improvement initiatives to enhance efficiency, reduce waste, and increase overall productivity.
10. Act as a liaison between management and shop floor employees, addressing any concerns or issues raised by the team.
11. Operation and setting of machinery, CNC manual machines and milling/lathe, to facilitate the manufacture of components as required.
12. Complete relevant 'start-up' & 'close-down' processes, as identified within the department.
13. Ensure consistent quality of parts produced.
14. Be proactive in ensuring work has all necessary tooling to avoid downtime.
15. Ensure all work and raw materials in your area are correctly identified with the relevant paperwork.
16. Carry out machine or process changeovers where requested.
17. Assist with production machining when not involved with setting or supervisory duties.
18. Assist with stocking and selection of tooling/cutters.
19. Communicate efficiently with other team members and work as part of a team.
20. Communicate any issues, breakdowns to the Manufacturing Manager, Maintenance and/or other supervision, in person, via email or communication book.
21. Maintain and enforce good housekeeping, a healthy and safe work environment and the safe use of equipment and machinery.
22. Ensure any health and safety concerns and/or issues are communicated/passes to the Health & Safety Manager.

Hours **Night shift:** 39 per week, Monday to Thursday 07.30 to 16.30 Friday 07.30 to 12.30
The company reserves the right to alter start and finish times, according to the needs of the business.

Location Llandygai Industrial Estate, Bangor.

Job Type Full Time, Permanent

Pay Competitive rates of pay, plus shift allowance.

All employees are expected to undertake any tasks as reasonably requested by management.

All employees are expected to maintain a professional image in standard of dress and conduct at all times when representing the Company.

It is the responsibility of all employees to comply with the policies and procedures of International Safety Components Ltd.

International Safety Components (ISC) Ltd. is committed to an Equal Opportunity Policy which means we employ and promote individuals based on their merits, regardless of race, colour, religion, gender, national origin, age, disability, veteran status, pregnancy, sexual orientation, gender identity or expression, genetic information, marital status, citizenship status, status with regards to public assistance or any other protected classification.

Person Specification

Criteria	Essential
Qualifications	<ul style="list-style-type: none"> HNC in Mechanical Manufacturing Engineering or equivalent experience
Experience	<ul style="list-style-type: none"> Previous experience in a leadership or supervisory role within a manufacturing environment. Proven experience in CNC machining operations, with a strong understanding of CNC programming, setup, and operation
Knowledge & Skills	<ul style="list-style-type: none"> Extremely organised, ability to prioritise workload Superior problem-solving skills Excellent communication skills Ability to set CNC machining and turning centres to produce components from engineering drawings An excellent understanding of CNC machining materials, mechanics and production processes
Personal Qualities	<ul style="list-style-type: none"> Strong communication and interpersonal skills, with the ability to motivate and coach team members effectively. Ability to work well under pressure and adapt to changing priorities in a fast-paced environment. Ability to communicate at all levels Flexibility especially at the busy times when extra hours may be required Self-directed with a high degree of self-motivation High attention to detail