



You may not have heard of Stage One, but we can guarantee you will have seen our work.

From the set of TV show The Voice, to the Eurovision Song Contest stage, and even the set for Ed Sheeran's Mathematics Tour and the 2012 Olympic Cauldron we produce work that is seen all over the world.

We are a creative construction and manufacturing company and are responsible for delivering some of the most iconic projects in recent times.

We are a multi-disciplined manufacturer spread over 12,000sqm of estate, with four facilities that house engineering, fabrication, woodwork, finishing and specialist manufacturing.



Machining Department Manager

The Role:

The Machining Department Manager is responsible for managing the efficient manufacture and timely delivery of engineering and CNC parts in line with production schedules.

→ **Salary:**

Negotiable, dependent on experience

→ **Hours of Work:**

Monday – Friday, 7.30am – 4.00pm + overtime and weekends as required

→ **Location:**

Tockwith, near York



Machining Department Manager

Key Responsibilities:

- Report detailed information into the production meetings – updating project details and communicating issues and progress status.
- Understand the specific requirements of projects and that these are understood and realised by the team.
- Scheduling for parts going into machining and ensure staff are available to operate the machines to maintain the schedule.
- Ensure full utilisation of machining team members ensuring that appropriate direction is given as and when required.
- Ensure planning for each machine is completed, measuring utilisation to establish spare capacity.
- Managing materials for parts ensuring that they are ordered / delivered in time to meet the machining schedule.



Machining Department Manager

Key Responsibilities:

- Ensure tooling needs are resourced, as required.
- Ensuring that Production Managers are, in all cases, fully informed on project progress highlighting any issues with deadlines, material shortages, re-work etc.
- Prioritising projects based on deadlines, changing priorities, as necessary.
- Ensure that overtime and agency requirements are planned and resources in place to meet demand.
- Ensure that parts are checked to the drawing and meet specifications.
- Liaison with the Design team and actively chasing parts drawn and ensure machining / design detail as required.
- Maintain administrative duties such as diary entries, timesheet authorisation by 10am on a Monday morning, GIA of goods received, filing of paperwork, machine checks etc.
- Be able to solve problems and make decisions when needed.



Machining Department Manager

Key Responsibilities:

- Undertake training as required and train others, ensure all refresher training is kept up to date.
- Lead mentoring and training of workshop personnel against defined responsibilities and business objectives.
- Complete daily briefing with the team and regular toolbox talks.
- Promote a positive environment and motivate your team to support you in order to meet the demands of the department and in line with Company Values.
- Other HR and personnel duties as required including, but not limited to, completing return to works with staff after absence, checking schedules and approving/booking holidays, complete any investigations/disciplinaries as required, complete annual performance reviews and hold regular one to ones, onboarding of new starters managing inductions and probationary periods.

Person Specification

Qualifications:

ESSENTIAL:

- A general education to include 5 GCSE passes at Grade C or above (including Maths and English), or an equivalent educational qualification, or relevant experience.

Knowledge:

ESSENTIAL:

- Knowledge of H&S and correct use of PPE

DESIRABLE:

- Knowledge of materials/woods/grades of steel
- Knowledge of construction methods in a broad range of sectors
- Working knowledge of wood/metal/CNC machinery/equipment



Person Specification [CONTINUED]

Personal Attributes:

ESSENTIAL:

- Positive attitude to work
- Highly organised and able to work flexible under pressure and to tight deadlines
- Drive, enthusiasm and commitment
- Flexible approach to working hours to meet the needs of the business, particularly during busy periods of the year
- Willingness to undertake relevant training as appropriate

Skills, Experience, Abilities & Competencies:

ESSENTIAL:

- Ability to lead a team, problem solve and deal with pressure
- Ability to communicate effectively with a wide range of people
- Experience of supervising/managing production departments
- Experience of working to varying production deadlines and changing specifications
- Experience of planning within a workshop environment

DESIRABLE:

- IOSH Managing Safely training
- Experience in a multi-disciplined workshop environment



Interested?

If you would like to apply,
please send your CV and covering letter to
recruitment@stageone.co.uk