

# Site Supervisor

Fulltime | Milton Keynes, Great Britain

## Job Summary

Reporting to the Site Manager, the Site Supervisor is expected to lead the engineering team, driving performance and delivering value. With a focus on H&S, KPI's and performance management, this position is a key role for the success of the business.

A senior role within the Engineering department, the Site Supervisor is an ambassador for the business, building and maintaining good relationships with customers, colleagues & managers. The individual will also be passionate about Health and Safety, challenging those that don't meet the required standards.

Duties and responsibilities include, but are not limited to:

- Promote a strong safety culture and compliance to current H&S standards TOP
- People Leadership including delivery of performance reviews, development and coaching of team, dealing with employee relations issues, and employee welfare and wellbeing
- Drive the people agenda and focus on progressing succession and talent pipeline
- Enable the creation and implementation of standard ways of working
- Effective escalation management during incidents with key stakeholders
- Assist with planning of Planned Preventative Maintenance of automation equipment, including the auditing of the equipment
- Attend daily meetings & liaise with operations to ensure workload is prioritised correctly
- Organise improvements, repairs and modifications
- Organise shift manning to achieve operational requirements
- Organise / assist in project installation work including cost reduction activities
- Compliance auditing, inclusive of health and safety
- Overall management of Spare Parts processes
- Deputise for Site Manager in periods of absence
- Appreciation of Cultural Diversity

The above list is not exhaustive, and the Site Supervisor should be flexible and cooperative to assist in meeting the



business needs.

#### Skills, qualifications and experience

- Proven history of strength in people leadership and development
- A recognised engineering qualification (NVQ Level 3 minimum), ideally NVQ Level 5
- Minimum 3 years' experience in a relevant transferrable industry or service
- Hold an IOSH certificate & adhere to all company/ customer legislative and H&S procedures
- Recognised apprenticeship in an engineering field would be desirable
- Experience of managing teams (4+)
- Proven track record in service maintenance
- Ability to communicate clearly both verbally, and in writing
- Computer Literate, MS Office / CMMS systems

#### Important behaviours to have in line with our company values

- Appreciation – Recognises the achievement of others
- Creativity – Is resourceful and innovative
- Courage – Willing to learn and try new things
- Openness – Always approachable and helpful
- Reliability – Consistently gives their best

#### Local benefits

Some locations have local benefits; please speak to a member of the management team.

