JOB DESCRIPTION AND PERSON SPECIFICATION

JOB TITLE: Design Engineer/Draughtsperson

REPORTING TO: Design Office Manager

RESPONSIBLE FOR: N/A

JOB SUMMARY:

The Design Engineer/Draughtsperson is responsible for creating models and detailed drawings using 2D and 3D CAD to meet both the customer specification and production requirements, being mindful of cost effectiveness and user experience.

MAIN DUTIES OF JOB:

- Produce accurate 2D and 3D engineering drawings and technical documentation for the Fabrication and Machine Shop Teams in accordance with customers' requirements
- Creating accurate general arrangements of bespoke valve designs based upon the client's specification.
- Create parts and bill of materials within our ERP system, to assist in the assembly of our valves
- Review drawings and designs to ensure accuracy, manufacturability and compliance within relevant standards.
- Modify and revise existing drawings, maintaining accurate drawing records.
- Liaise with customers, suppliers and production personnel to resolve technical issues and clarify requirements.
- Maintain document control of drawing and model files
- Assist in the development and improvement of existing products, components and their manufacturing processes.
- Work to general engineering standards and provide technical support to other teams within the company
- Ensure all work complies with health and safety requirements, quality standards and company procedures.

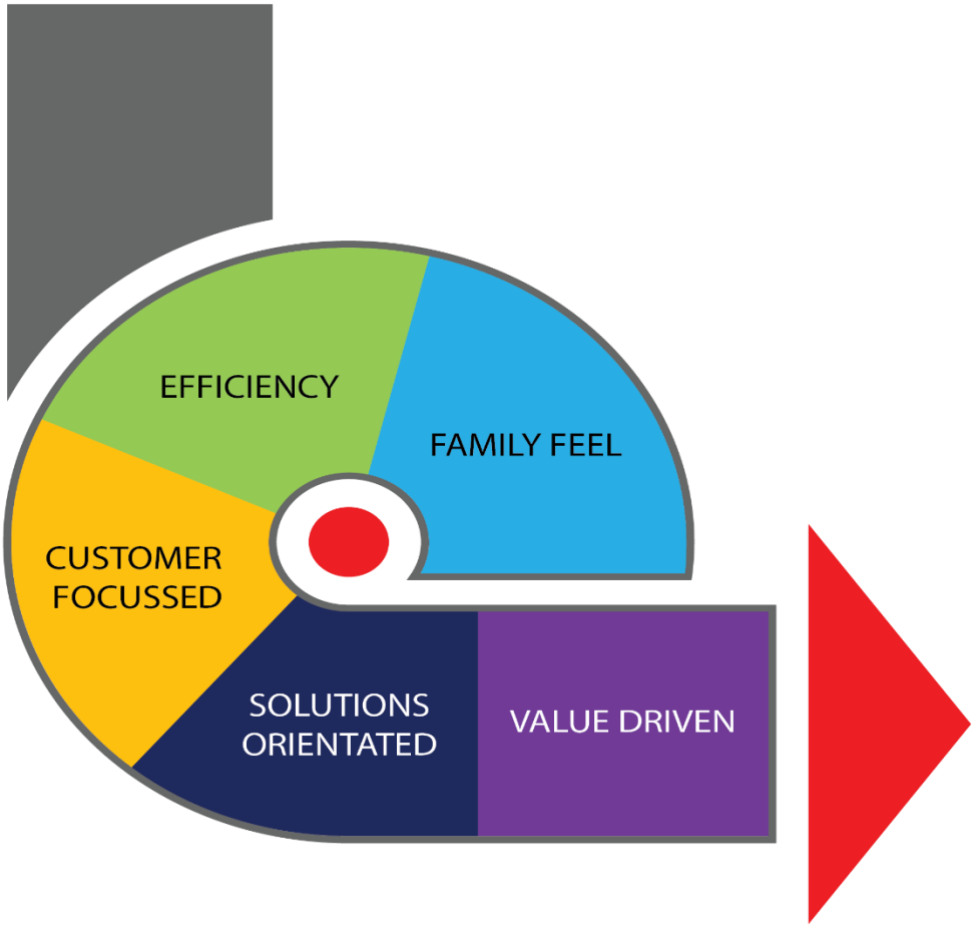
OTHER DUTIES:

A degree of flexibility is needed and the employee may be required to perform work not specifically referred to above.

HEALTH AND SAFETY:

The Company has a Health and Safety Policy which outlines it's responsibilities as an employer and the responsibilities of it's employees in respect of health and safety. All employees need to be aware of this policy and comply with it's content.

COMPANY VALUES



FAMILY FEEL We are proud to be a family business and want all of our people to feel a sense of inclusion, support and belonging
EFFICIENT We are forward thinking and focussed on innovation. We invest in advanced manufacturing and seek out opportunities to reduce our carbon footprints, whilst our streamlined production flow allows us to deliver on time
SOLUTIONS ORIENTATED We are bulk material handling specialists and work with our customers to deliver the best solutions to suit their needs
CUSTOMER FOCUSSED We operate globally with local presence across five continents. We are committed to supporting our customers from first contact and continually look for opportunities to add value and maintain long term relationships
VALUE DRIVEN We manufacture durable, reliable products which continue to deliver value for our customers

PERSON SPECIFICATION

	Essential or desirable
Education	
GCSE Mathematics	E
GCSE English Language	E
Mechanical Engineering Apprenticeship or equivalent experience	D
Degree in Mechanical Engineering or related field	D
Knowledge and Experience	
Experience and knowledge of the bulk handling industry	D
Experience of working in a mechanical engineering environment including the design of castings, fabrication and machinery	E
Experience of using 2D dwg software.	E
Experience of using SolidWorks 3D software or similar CAD package	E
Experience of using MS Office	E
Skills and personal attributes	
Ability to produce high quality engineering drawings, GAs and P&IDs	E
Excellent organisational skills with the ability to manage workload with competing priorities and frequent interruptions	E
Excellent communication skills (verbal and written)	E
Ability to quickly establish and where appropriate further develop effective relationships with key internal and external stakeholders	E
Self-motivated with a desire to set high standards of work performance for self	E
Be innovative and open to new ideas	E
Find solutions to problems in an efficient and effective manner	E
Deliver with the highest integrity the best service to all our customers	E
Be resilient and positively adapt to change	E

Accurate with an eye for detail	E
A positive outlook and ‘can do’ approach to tasks	E
Reliable team player	E
Drive to learn and develop	E