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| **VITACO VISION** |

**Empowering Healthier Lives**

Together we are building Vitaco into a world class nutrition company, led by ***brands &*** ***products*** that consumers & customers Love!

Innovation and fresh thinking is the lifeblood of our company, supported by the foundations of an efficient and flexible operating environment.

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| **VITACO VALUES** |
| **WE CARE**...... *about* ***ourselves****, our* ***jobs*** *and our* ***customers. Together:***   * We own what we do * We work safely * We listen and support each other * We are trustworthy   **WE ACT**…. *with* ***focus****, and with the* ***customer in mind. Together:***   * We do it right * We solve problems * We create new ideas * We make a difference (MAD)   **WE SUCCEED**.... *by* ***working hard together*** *and* ***achieving*** *what we set out to do.* ***Together:***   * We drive for results * We stick with it * We seek to exceed * We recognize and celebrate our success |

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| **PURPOSE OF JOB** | |
| To provide engineering support to ensure maintenance of the buildings, plants and services without compromising the health and safety of staff, product safety or operational effectiveness. | |
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| **Reports to:** | Engineering Manager |
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| **Direct reports:** | None |
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| **Delegated authority:** | $500 |
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| **Position Band:** | Level 6 |

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| **KEY EXTERNAL RELATIONSHIPS** | | |
| **Who** | **Description** | **Frequency** |
| Equipment Suppliers | Liaise with OEM suppliers to gather information | As required |
| Contractors e.g. electricians, engineering contractors, plumbers, Grounds keeping |  |  |
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| **KEY INTERNAL RELATIONSHIPS** | | |
| **Who** | **Description** | **Frequency** |
| Engineering Manager | Direct manager – work prioritisation, guidance | Daily |
| Line Managers and Production managers | Provide information and utilise experience on plant availability | As required |
| Engineering Team | Collaborate with Engineering team leverage front line experiences on asset lifecycle | Daily |
| Engineering planner | Provide information when requested and provide support to obtain and maintain regulatory compliance | Daily |
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| **ACCOUNTABILITIES** | |
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| **‘What’** you are expected to do – the accountabilities detail the outcomes this position is responsible for delivering. | |
| **ACCOUNTABILITIES** | **MEASURES** |
| **Speed and Service**   * Support the projects members team as an when required * Development of reliability programme to value add * Drive the reliability programme including driving the RCPE process and triggers to avoid future failures * Analyse and interpret equipment and process data and implement reliability strategies accordingly * Review and update current preventative maintenance plans in include value added tasks * Conduct FMECA analysis on critical equipment to drive preventative actions * Creating and monitoring asset lifecycle management plans | * RCPE programme is developed and problem elimination strategies have been implemented * RCPE is effective in eliminating defects * Plant preventative maintenance plans are robust and can be measure by improved availability. Increased post PM defect detection and correction |
| **Innovation/Renovation**   * Using RCM strategies to innovate and eliminate defects * Review newly installed plant and work with Capital projects to ensure all asset information is accurate * Build preventative and predictive maintenance regimes for new plant and equipment * Development of reliabilities and asset care risk management procedures. * Development of predictive maintenance techniques | * All information on new builds is catalogued and uploaded into the CMMS * Reliability strategies are implement including PM’s, PdM’s and nay CM activities |
| **Cost**   * Lower total asset cost through loss elimination * Engineering spares and inventory aligns with reliability strategies * Assist to manage contractors / suppliers | * Plant uptime is improving. * Reactive maintenance decreasing * Less time spent searching for critical spares |
| **Quality**   * Drive WO quality and owns WO improvement feedback loop. Plan, do, check, improve * Improve asset reliability to reduce occurrence of quality defects i.e. foreign matter events | * Required documentation eg logs, manuals, certificates up to date and compliant at all times * SOP’s & policies are adhered to |
| **People**   * Coach and train other team members on reliability strategies and * Provide technical support to other team members * Provide periodic feedback to team members on plant performance and actions * An enthusiastic and contributing member of the Engineering team * Actively engaged in the Engineering MBU process * Builds relationships with internal and external stakeholders | * Reliability meetings are effective and actions owners are held to account * VIP process * Team are improving on the reliability journey and their understanding of RE concepts |
| **Vitaco Vision and Values**   * Reflect Vitaco’s vision and values in all your day to day activities. | * Acts in line with Vitaco’s vision and values and demonstrates these behaviours |
| **Health & Safety**  ***To support the company’s objectives to create ‘A Safer Place Because of Me’ you will:***   * Demonstrate safe working behaviours at all times * Report all accidents and incidents and assist with identification and reporting of hazards * Manage and build on safe working practices i.e. Permits * Asset Risk analysis for H&S and implement asset strategies accordingly | * Adhere to hazard controls at all times eg: wearing correct PPE * Provide feedback to manager and safety committee on effectiveness of hazard controls * Ensure documentation is complete and provided to Manager or H&S Adviser * Actively raises H&S issues and actions |
| **Other**  Any other tasks that may be reasonably required from time to time. |  |

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| **PERSON SPECIFICATION** | | | |
| **Skills, knowledge, experience and attributes required for the role.** | | | |
| **FORMAL EDUCATION AND TRAINING** | | | |
| **Essential** | | **Preferred** | |
| Trade Qualification in mechanical or electrical | | A Bachelor’s Degree in a mechanical or electrical discipline | |
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| **TYPE OF EXPERIENCE AND YEARS** | | | |
| **Essential** | **Years** | **Preferred** | **Years** |
| * Engineering trade qualification or Engineering Degree * Previous experience in a reliability engineering role * Experience in asset care * Extensive knowledge of CMMS * Good understanding of FMECA or fault tree analysis * Good practical skills and a common-sense approach * Experience in Statistical analysis and understanding of MTBF, MTTR * Interpretation of Engineering standards to improve site compliance * Interpretation of supplier/contractor reports/information and challenge when required * Ability to read, understand and generate Engineering drawings * Ability to work with Multiple discipline engineers | **5**  **5** | * Engineering degree * Hand on experience in a maintenance engineering environment | **5** |

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| **COMPETENCIES REQUIRED** | |
| **Communication** | Ability to leverage interpersonal skills to develop relationships and rapport with key stakeholders, customers and colleagues |
| Collaborates, influences and works effectively with those outside of functional area. |
| **Problem Solving/Technical Skills** | The ability to visualise, articulate and solve both complex and uncomplicated problems; and make decisions that make sense based on all available information |
| Knowledge of continuous improvement processes and methods that seek to improve performance |
| Assuring that needed resources (eg: manufacturing, distribution, raw materials, finished goods, people etc) will be available at the right time and place to meet business needs. |
| Execute process Engineering calculations where required |
| Executes effective process, implementing plans and projects to successful conclusion |
| **Financial Acumen** | The ability to apply a broad understanding of financial management principles and other quantitative information to ensure decisions are fiscally responsible |
| Is focussed on the bottom line and takes ownership of financial results, in line of sight |
| **Time Management** | Effectively manages own time and resources to ensure that work is completed efficiently |
| Prioritises and identifies more and less critical activities and tasks; adjust priorities as appropriate |
| Schedules by effectively allocating time to complete work |
| **Contributes to a positive culture** | Demonstrates Vitaco Vision & Values, towards our customer, consumer, our jobs and ourselves |
| Demonstrates respect and care for colleagues; contributes as a team member within and outside functional area |
| **Safer Place Because of Me** | Demonstrates safe working behaviours |
| Understands company safety goals & values |
| Participates in work 'be safe' initiatives |
| Intervenes when sees an unsafe behaviour or attitude |
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***Manager to complete***

I approve this job description.

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| Name: |  | | |
| Position: |  | | |
| Signature: |  | Date: |  |
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***Employee to complete***

I confirm that I have read and understood this job description and agree to the accountabilities and competencies required of this role:

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| Name: |  | | |
| Signature: |  | Date: |  |
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