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**MANUFACTURERS OF THE WORLDS LARGEST RANGE OF DISC BRAKES FOR ANY VEHICLE**

## **Job Description –Engineering Supervisor (EBC Racing)**

### **SUMMARY**

The Engineering Supervisor will need to be organised and hands on, to oversee all activities with CNC (Milling & Turning), assembly operations, administration and all aspects of staff management.

Must be time served or qualified in CNC machining and precision engineering with previous team leader or supervisory experience.

### **PRIMARY RESPONSIBILITIES**

1. Plan and deliver the production plan;
2. Experienced and competent in leading and covering CNC milling and turning activities; including programming, setting & running;
3. Prove programmes for the Lead Design Engineer and provided feedback;
4. Work with the Race Production Administrator to ensure that tooling, materials and components are in stock and/or on order;
5. Continually identify areas of cost reduction; through appropriate use of materials, CNC programming (speeds & feeds etc.) and new technologies;
6. Able to plan, organise and advise on systems, processes and methodology (including tooling and fixtures);
7. Manage quality standards, ensure compliance of all products through stringent quality checks and correct use of SOPs;
8. Manage all aspects of people management for three staff (including but not limited to task assignment, holidays, timekeeping, performance, working relationships etc...)
9. Drive job ownership with the team;
10. Monitor and manage output of staff;
11. Manage and monitor the engineering standards within the team; ensuring skills and expertise are fully engaged and developed;
12. Review SOPs and processes and present any changes to the Race Production Administrator for amendment. Ensure all team members are trained and that the SOPs are understood and signed;
13. Provide detailed BOM and Ops information to Administrator;
14. Ensure standards of behaviour and performance are maintained and infringements are handled in line with company procedure;
15. Accountable for demonstrating and promoting positive behaviours and performance;
16. Manage health & safety practices and ensure that any near misses, accidents or incidents are reported, participating in any investigations and preventative actions;
17. Able and willing to liaise with machine and equipment suppliers for new purchases and ongoing servicing and maintenance;
18. Plan, co-ordinate and/or undertake basic preventative maintenance activities – cleaning and coolant changes etc...
19. Any other reasonable task as assigned by the manager.

### **KNOWLEDGE, SKILLS & EXPERIENCE REQUIRED**

1. Background in mechanical engineering/manufacturing;
2. Staff management experience essential – hands on management style;
3. Knowledge of process design and quality standards;
4. Thorough understanding of metrology and quality inspection/testing;
5. CNC programming (milling & turning);
6. CAD/CAM with SolidWorks skills preferred;
7. Logical thinking to resolve any issues;



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8. Professional demeanour and possessing a minimum of 3 years experience within a precision engineering workshop is essential;
9. Experience in being the key person to ensure production flow and product conformity are met and sustained;
10. Ability to delegate task and follow up.

### **WORKING CONDITIONS**

Working conditions are normal for an engineering environment, with moderate noise.  
Full Time position working 40.5 hours per week. Monday-Thursday 08.30-17.30, Friday 08.30-15.30.

### **REPORTING TO**

Lead Design Engineer – EBC Racing.

### **BENEFITS**

- 28 days annual leave, inclusive of Bank Holidays, with a Long Service Award Scheme (additional 5 days holiday entitlement after 10 years service)
- Uniform provided
- Free on-site secure parking
- Staff discount for family use
- Pension Scheme
- Child Care Voucher Scheme
- Death in Service Benefit

### **Note:**

*The statements above are intended to describe the general nature and level of work being performed by people assigned to the job. They are not construed to be an exhaustive list of responsibilities, duties and skills required of personnel in the job. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.*