



## JOB DESCRIPTION

**JOB TITLE:** Production Supervisor-Plumbing

**RESPONSIBLE TO:** Production Manager

**HOURS OF WORK:** The basic contract will be for 40 hours.  
7:45-4:30 pm Monday to Thursday with a 30 minute unpaid lunch break and 15minute paid morning break; 8am-3:30pm Friday.

**PLACE OF WORK:** The job is based at the Brandon factory.

### Key Responsibilities

- Ensure the plumbing and heating systems are installed to design and manufacturers specifications and in line with current legislation.
- Carry out audits on the quality of workmanship of the installed plumbing and heating systems, ensuring that the installed equipment is fit for purpose
- Ensure legislative compliance is achieved in regards to all plumbing and heating systems
- Produce Standard Operating Procedures for all our plumbing and heating installations
- Work with the design team to suggest alternative components and/or systems
- Mentor and guide apprentice plumbers to coach and ensure that they receive the necessary training to complete their NVQ portfolio
- Set out a skills matrix for the plumbing and heating team highlighting training requirements for staff improvement in line with the business needs
- Identify suitable candidates for plumbing and gas heating training to achieve more in-house trained Gas-Safe engineers
- Work with the technical team on design options/restrictions to ensure compliance with BS3632
- Identify ways to improve the performance of the plumbing and heating team and process without affecting quality or production output
- Assist management in identifying ways to reduce waste and costs in the plumbing and heating area, liaise with stores to create generic material lists for our Park Homes
- Give technical help and advice to the customer service (after-sales) team and assist them in dealing with any plumbing and heating technical issues that customers may have. This may require occasional site visits.
- Supervise the plumbing and heating team and deal with any staff issues related to capability, absence and discipline.

### **Required Skills and Experience**

- Extensive experience of domestic plumbing and gas systems
- Gas-safe certification
- Minimum NVQ Level 3 in Plumbing and Heating
- Excellent IT skills
- People management experience
- Motivational skills
- Good communication skills