

Job Title

Production Operative - Emmegi Machine CNC centre, 40 hours per week

Purpose of the role

To work on a Emmegi Machine CNC centre for the production of Aluminium frames for timber doors. You will be required to complete all production and quality requirements in accordance with the production schedule.

Responsibilities

- Developing and maintaining a robust housekeeping approach.
- Ensuring adherence to Health and Safety standards and ensuring procedures are always followed.
- Ensuring adherence to company quality systems.
- Monitoring and maintaining the process to ensure finished product meets all relevant specifications.
- Ensuring production schedule is adhered to.
- Ensuring all production activities are monitored to minimised downtime and scrap levels.
- Communicate performance inefficiencies, Health and Safety or quality issues to the Department Manager.
- Ensuring all relevant production administration is completed.

Person Specification

- Team player
- Flexible attitude to working hours.
- Good communication skills (written & verbal).
- Able to work to tight deadlines.

Qualifications/Skills

- Experience within CNC production environment, advantageous.
- Solar Calibre Doors Limited is a producer of quality timber and GRP doors to the new build and trade industry.
- Please note, only applicants with an up-to-date CV will be considered.

Job Types

- Full time, Permanent
- Up to £10.00 per hour depending on experience.



Job Title

Production office administrator, 40 hours per week

Purpose of the role

To work within the main office providing admin support to the production team.

Responsibilities

- Daily emails/Queries received and respond in a reasonable time.
- Collect production paperwork from production areas.
- Sort daily/weekly production paperwork.
- Update Team regarding any missing production paperwork.
- Create server folders for production paperwork.
- Scan and file production paperwork across all production area's.
- Produce labels for production.
- Produce signing paperwork for the shopfloor.
- Produce check sheets as required by the control plans.
- General Filing of delivery notes etc.
- Any other duties as directed by the Production Manager.

Person Specification

- Team player
- Flexible attitude to working hours.
- Good communication skills (written & verbal).
- Able to work to tight deadlines.
- Excellent IT skills.

Qualifications/Skills

- Experience within an administration role with excellent.
- Solar Calibre Doors Limited is a producer of quality timber and GRP doors to the new build and trade industry.
- Please note, only applicants with an up-to-date CV will be considered.

Job Types

- Full-time, 6 months fixed term contract.
- £18,532.80 per annum.



Job Title

CNC Production Operative, 40 hours per week

Purpose of the role

To work on SCM/Homag CNC machines for the production of external timber and GRP doors. You will be required to complete all production and quality requirements in accordance with the production schedule.

Responsibilities

- Developing and maintaining a robust housekeeping approach.
- Ensuring adherence to Health and Safety standards and ensuring procedures are always followed.
- Ensuring adherence to company quality systems.
- Monitoring and maintaining the process to ensure finished product meets all relevant specifications.
- Ensuring production schedule is adhered to.
- Ensuring all production activities are monitored to minimised downtime and scrap levels.
- Communicate performance inefficiencies, Health and Safety or quality issues to the Department Manager.
- Ensuring all relevant production administration is completed.

Person Specification

- Team player
- Flexible attitude to working hours.
- Good communication skills (written & verbal).
- Able to work to tight deadlines.

Qualifications/Skills

- Experience within CNC production environment, advantageous.
- Solar Calibre Doors Limited is a producer of quality timber and GRP doors to the new build and trade industry.
- Please note, only applicants with an up-to-date CV will be considered.

Job Types

- Full-time, Permanent
- Up to £10.50 per hour depending on experience.