

## Production Associate Job Description

Based at:	Brockworth, Gloucester
Department:	Assembly
Job Purpose:	To manufacture quality components for our customers
Reporting to:	Assembly team-leader

TEM utilises the industry's most advanced robotic welding equipment to manufacture quality components. Processes are 98% automated enabling the consistent quality and productivity levels the automotive industry demands.

### Job Responsibilities

- To load and unload press components on a robotic line – automatic weld machine.
- To complete hourly targets set by team-leader in order to achieve customer requirement.
- To conduct quality checks as described on assembly checklist and the logging of details for audit purposes.
- Completion of timesheets to monitor “up and down time” on a daily basis.
- To ensure all completed assemblies are labelled correctly.
- To keep working area and machinery clean and tidy throughout the day
- Conduct basic machinery maintenance: tip dressing, tool changes, setting & resetting up of robots and machines and any other basic maintenance tasks required.
- To follow instructions to maximise departmental effectiveness
- To adhere to health & safety guidelines

### Skills and Experience

#### *Desirable:*

- Previous manufacturing experience
- Willingness to learn
- Ability to problem solve simple faults
- Quality checking experience

#### *Essential:*

- Must be able to work overtime and shifts
- Good communication skills
- Must be able to work to targets