

Job Specification

Post Title	Assembly Operative
Department	Production
Reporting To	Assembly Team Supervisor
Purpose	To support the assembly department in production. We are seeking a detail-oriented and dependable Assembly Operative to join our manufacturing production team. The successful candidate will be responsible for assembling components and products to precise specifications, ensuring quality standards are met throughout the production process.
Core Activities	• Assemble mechanical or electrical components using hand tools, power tools, or automated machinery • Support & complete assembly and pressure testing work • Follow standard operating procedures (SOPs), technical drawings, and work instructions • Meet daily production targets and contribute to continuous improvement initiatives • Conduct visual inspections and basic quality checks to ensure product integrity • Report defects, equipment issues, or process deviations to the Team Leader • Complete quality checks assembly work produced, actively participating in root cause analysis where non-conforming products/processes are identified, ensuring sustainable corrective actions are in place. • Complete accurate documentation where required • Improve and implement existing production/operational processes utilising lean principles and tools, ensuring supporting procedural documentation is aligned • Complete and manage the assembly workload • Maintain a clean and safe working environment in line with health and safety regulations • Any other task as requested by the Team Leader, Production Manager or Management team.
Essential / Preferred Experience	• Sound engineering background • Good manual dexterity and attention to detail • Ability to read and interpret technical documentation • A thorough understanding of lean tools and practical experience of their use. • Experience of MRP systems within a manufacturing environment. • 5+ years' experience – Manufacturing • 3+years' experience in Assembly • Overhead crane licence • Fork Lift truck licence



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Personal Attributes	• Highly motivated (self-starter). • Results orientated • Ability to prioritise and organise workload • Ability to work flexibly to meet key business deliverables. • Strong communication. • Well-organised, careful methodical worker. • Practical awareness of health and safety requirements in the workplace • Willingness to learn and adapt to new processes and equipment • Reliable, punctual, and able to work effectively as part of a team
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