



JOB DESCRIPTION

Job Title: General Manager
Location: Birmingham HQ Offices
Requisition Number/Grade: Grade 6 Management
Date prepared: 12/02/2010

JOB PURPOSE

- **Overall day to day responsibility for the operational efficiency and commercial achievement of the Parts, Sales and MT / ASSB Service business sectors including Rebuilds**

ORGANISATIONAL ARRANGEMENTS

Accountable to: Managing Director : MAG Maintenance UK Limited

JOB SPECIFICATION

Key Responsibilities:

- Providing motivational input into all spheres of business to achieve targets in an environment of continuous improvement
- Provide a leadership approach which allows individuals to make a full contribution to the achievement of targeted results
- Monitor and maintain the results from each sector through regular review of KPIs against budget/ebit targets
- To assure that costs are maintained proportionally to target achievements
- To directly manage immediate management team
- Indirect management responsibility for multi-disciplinary staff
- Responsible for Supply Chain and Logistics
- Operational Health & Safety responsibility with support from H&S Officer
- Assuring the effective deployment of resources
- Planning and coordination of major initiatives
- Applying commercial acumen to negotiations and/or sign off of major bids/contracts
- Promoting the concept of Customer first across the organisation
- Building and maintaining understanding and relationship with customers of key revenue streams
- Customer and inter-group visits/exchanges as appropriate
- Maintaining effective contact/pro-active communications with German/American colleagues
- Weekly provision of operational results etc to Managing Director and nominated German managers
- Travel as required to Germany or other locations
- Overall responsibility for the Office Facility and safeguard of company assets, interests and reputation with Customers
- To provide the dynamism and leadership in improvement projects

Hours of Work:

- Mon-Friday: Office hours are in principle 8.30am to 4.30pm but the hours work will be that necessary to achieve successfully the responsibilities of the role
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PROFILE REQUIREMENTS**A motivated, enthusiastic and experienced Operations/General Manager****Essentials:**

- Graduate (or equivalent) in engineering or relevant discipline
- Technical knowledge of Machine Tooling or associated Machinery
- Innovative strategic thinker and effective decision maker
- Innate capability to absorb and understand challenging technical information
- Methodical approach to diagnosis and problem solving
- capability and in-depth experience of delivering machine maintenance services
- Strong business and commercial acumen
- Strong negotiation and influencing skills
- Innate capability to absorb and understand challenging technical information
- Effective communicator at all levels
- Innovative strategic thinker and effective decision maker
- Strong problem solving ability in a range of environments
- Has positive a 'can do' attitude
- Has potential for further career development

Desireable

- German Speaker
- Knowledge of SAP
- Successfully operated in a highly competitive sub-contract market