



JOB DESCRIPTION

JOB TITLE: Product Technologist

DEPARTMENT: Quality

WORK-BASE: Newmarket

CONTRACTED HOURS: 40 hours per week

ACCOUNTABLE TO: Managing Director

ROLE PURPOSE and JOB SUMMARY

As an integral part of the Quality team, the Product Technologists role is across all product and has primary responsibility to proactively manage the manufacture and quality of all Libra's Collections, by effective management of supplier and inspection agencies, through both performance and relationships. In addition, through the application of an extensive knowledge and understanding of product and the manufacturing process. Based in Newmarket, the Product Technologist will be responsible for managing the timely and accurate QC process ensuring products comply with Libra standards, UK compliance and Libra's own Labelling & Packaging guidelines. Where relevant, Assembly and Cleaning instructions will need to be checked and/or created in partnership with the supplier. The key focus for the Technologist is a complete and consistent focus on quality whilst delivering on time and in full.

The Technologist is the first point of contact for the business on all quality issues, with responsibility for continuous improvement and timely and effective communication on all aspects of quality. Anticipating issues that may arise and offering solutions to effectively resolve issues thereby limiting their impact on the business. Efficient and effective communication to all relevant parties is essential: within Libra, to supplier and inspection agencies. The Technologist oversees product from initial sourcing through to customer returns and as such not only drives product quality but also reduces the cost of quality across the business, achieving reductions in the percentage of goods and value of product impacted by quality issues. The objective being that all Libra customers receive a high quality product that complies with UK regulation and that they feel confident in the integrity of our testing and certification to support the compliance regulations.

MAIN AREAS OF RESPONSIBILITY AND PRINCIPAL DUTIES

- Reporting in to the Managing Director
- Supplier Set Up (Supplier Agreement, Packaging & Labelling, inspections, Compliance etc.)
- Pre-Production Technical Comments
- Packaging & Labelling Guidelines
- Organisation & Management of Inspections in COO
- Critical Path Management – to deliver goods ‘on time’
- Quality Control: with Supplier, at Goods in & through Returns
- Management of all Compliance & Testing Required – to evolve in line with the business
- Management & Ownership of all QC Issues – resolution, communication with Supplier & company
- Resolution of Supplier Claims – arising from QC issues
- Support on Resourcing
- Supplier Performance Management
- Ability to manage and develop systems & process, as required

Please send all CVs and covering letters to Jacqueline.hewitt@thelibracompany.co.uk