



Night Shift Leader

Location: Bidford, UK

COMPANY OVERVIEW

BVI® is refocusing the future of vision. As one of the fastest-growing, diversified surgical ophthalmic businesses in the world, our purpose-built portfolio spans more than 115 countries. We've set our sights on touching the lives of millions of patients affected by conditions such as cataracts, refractive error, glaucoma, retinal disease, and dry eye. Unburdened by legacy or bureaucracy, we have developed our strategy around a simple concept — taking pride in delivering innovative solutions for our physicians and patients, based on their needs. We trust and empower our associates to make decisions and solve problems because collaboration drives us. Valuing agility, simplicity, and transparency, we stay committed to listening to our customers, delivering for our patients, and keeping the future in focus.

PURPOSE

- To Lead, motivate and give direction to the team, developing and maintaining quality-based production, whilst monitoring individual and team performance.
- Achieve KPI and budgeted targets, following SQDP. (Safety, Quality, Delivery, Productivity)
- Supervising all aspects of production and providing additional resource whenever necessary.
- To control the flow of work to meet deadlines; from Goods Inwards through each stage of the manufacturing area, taking responsibility for the finished product by monitoring and maintaining quality.
- To offer expert advice in supporting production and in doing so provide continual staff training and development.



RESPONSIBILITIES

Performance Management & Quality Control

- Ensure individuals and teams comply fully with GMP requirements
- Planning and organising labour allocation to support production and logistics requirements
- Recording and trending KPI data to provide performance feedback to teams and individuals.
- Extensive documented communication to prior and post shift to ensure all action/activities are captured and actioned.
- Ensuring staffing levels and performance are maintained in line with budget
- Participating in recruitment of team members as and when required
- Drive continuous improvement activity to reduce lead times and improve process efficiency
- Undertake operational duties as required to meet deadlines and/or cover for staff absence.
- Work closely with Quality to ensure SOP's are kept current and ISO compliance maintained

Staff Management

- Provide a positive 'can do' approach to management, whilst leading the team by example.
- Provide supportive management to coach, develop and motivate the team.
- Deploy staff effectively and ensure they are performing to agreed standards
- Performance managing individuals in line with company procedures
- Manage associate vacation and working arrangements to ensure all operational areas adequately staffed and absence records maintained
- Perform all duties that support and uphold the Company Core Values and encourage the team to embrace these values.
- Ensure weekly transportation and sterilisation slots are booked with subcontractors
- Ensuring compliance to Health and Safety, Environmental and Quality System requirements
- Perform all duties that support and uphold the Company Core Values and encourage the team to embrace these values.
- Maintain confidentiality in support of the company and its associates
- To undertake other duties which may arise or as may be delegated from time to time, as appropriate



MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Relevant management qualification
- Minimum 5years experience in similar role
- Extensive ERP/Office suite experience
- Medical device background preferred.

PHYSICAL REQUIREMENTS

- Extensive use of keyboard requiring repetitive motion of fingers.
- Extensive use of telephone and face-to-face communication requiring accurate perception of speech.

**Interested? Submit a cover letter and C.V.
to TalentAcquisition@bvimedical.com**



BVI is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected Veteran status.

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

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