

JOB DESCRIPTION

Head of Test & Development

Reporting To	Engineering Director
Line Management	No
Budget Management	Yes

Main Purpose

To lead and develop the established DSD test and development function. To develop and disseminate a strategy for test engineering, development and test services that enables DSD to develop and grow. To optimise the quality and consistency and continuously improve DSD's reputation with customers and employees.

As part of the Operations Board, which determines business decisions, this role will be responsible for supporting, developing and implementing DSD's strategy and strategic operational goals.

To provide clear leadership and vision, and to inspire and motivate employees. To coach, mentor and develop engineering excellence in the Test and Development function to exceed customer expectations.

Key Responsibilities

- Own Drive System Design's test and development reputation and govern the quality of output in this area
- Create and implement test and development vision, strategy, policies, processes and procedures to aid and improve business performance
- Develop the highest quality engineering skills and specialisms through training & coaching of engineers, as well as recruitment and research projects, to meet current and future industry requirements
- Provide technical expertise to the function by applying innovative thinking and delivering original solutions
- Work closely with the team leaders in the selection of appropriate project resources and the requirement for project management skills in recruitment
- Work closely with team leaders to support the professional development of engineers in the appraisal process with a commitment to coaching, training and support
- Generate a network of stakeholders in test and development amongst technical specialists, team leaders and engineers
- Work closely with customers to generate understanding of DSD's reputation and a strategy for development issues

- Evaluate the challenges faced by the business and take action to mitigate risks, develop new business initiatives and opportunities to diversify
- Be an active member of the Operations Board, contributing to overall business strategy and reporting progress on strategic objectives and key responsibilities i.e. state of the market, capability and skills development, diversification and reputation
- Define research requirements including, technical papers, white papers, press releases, conferences and seminar attendance
- Maintain and develop a strong team ethic, an active knowledge sharing environment and a technical support network within the engineering team
- Implement processes, tools and software to improve operational efficiency, technical quality and risk management
- Support the business development team in the creation of technical project proposals and resourcing estimates
- Undertake project director role where appropriate
- Active contribution to the budgeting and forecasting system, working closely with the Finance Director to create appropriate budgets

Collaborative Responsibilities

- Support the professional development of engineers, working closely with the HR manager
- Developing and maintaining strong collaborative relationships with peers, business development and technical specialists in other disciplines
- Acting as a role model for DSD's values and professional standards
- Being fully aware of and activity complying with DSD's policies and procedures
- Communicating actively and effectively internally and externally
- Participating in internal and external training
- Following DSD technical best practices project management, quality, communication etc.

The statements above are intended to describe the general nature and level of the role. They are not to be construed as an exhaustive list of responsibilities, duties and skills of the role holder. Furthermore, they do not establish a contract of employment and are subject to change at the discretion of the employer.

How to apply

Please send your CV and Covering Letter to Catherine Comber, HR Assistant
Email: catherine.comber@drivesystemdesign.com

PERSONAL SPECIFICATION

Skills and Abilities	
Criteria	Essential (E) OR Desirable (D)
• Strong technical leadership qualities; credibility both internally and externally is essential	E
• Proven leadership and management skills with the ability to operate and influence at a company level	E
• Ability to add value and make business improvements	E
• Strong team ethic as both a leader and a team member	E
• Excellent communication, interpersonal and influencing skill	E
• “Can do” attitude with high levels of commitment, enthusiasm and motivation	E
• Innovative, adaptable and welcoming of new ideas with a desire to keep learning	E
• A genuine interest in the activities of the engineering industry and the needs of the market	E
• Open and honest with high professional standards and ethics	E
• Commercially astute with an appreciation of financial control	E

Qualifications and Experience	
Criteria	Essential (E) OR Desirable (D)
• Educated to degree level in a relevant engineering discipline or equivalent	E
• Extensive demonstrable experience in the test and development of mechanical systems	E
• Experience of leading an engineering function with a proven track record in delivering effective strategies, policies, processes and systems	E
• Experience of working in a technical consulting or engineering services environment would be advantageous	D
• Recognised as an expert in their field by stakeholders	D