



## **POSITION PROFILE**

Job Title: **QEHS Manager**  
Company: **Gill Group**

### **Company**

The Gill Group is an ambitious, privately owned technology SME product group of companies based in Hampshire. The group has embarked on a growth plan, involving significant investment and continuous improvement.

Gill has a reputation as a world leader in its field as a designer and manufacturer of high quality sensors and instrumentation. Gill sensors are used by some of the most demanding customers in meteorology, agriculture, road and weather, motorsport, utilities, marine and defence across the globe.

The Gill Group is made up of four companies;

- Gill Research & Development is an engineering company committed to product innovation with a focus on developing user friendly, market leading products utilising proprietary measurement technologies to solve challenging market problems.
- Gill Instruments manufactures and sells ultrasonic anemometer and weather station products to the global meteorological and commercial weather measurement markets.
- Gill Sensors & Controls is a leading manufacturer of specialist level sensing, oil condition, position sensors and engine control products focused on the off-highway, process control, utilities, motorsport and defence markets.
- Labcal provides specialist calibration services, with over 20 years' experience providing UKAS accredited calibrations in a wide range of parameters

### **Position Summary**

The QEHS Manager will report to the Group Operations Director and ensure that the overall quality of the group deliverables is effectively specified, measured, maintained and improved. They will take full responsibility for the management and development of the quality team.

The QEHS Manager holds three primary areas of responsibility and focus

1. Quality Management
2. Health and Safety management
3. Environmental & sustainability management

The key responsibilities of the role include:

### **Quality**

- Liaise with the Director to review the alignment between the business strategy and the quality approach, and work to implement any changes agreed with the Director across the group
- Managing and maintaining the group's external quality accreditations, including ISO9001/ISO14001
- Build strong relationships at all levels of the organisation, to ensure the effective implementation of a quality culture across the group
- Work with the directors and management team to identify and implement improvements to the quality systems
- Manage the day-to-day priorities and activities of the quality team to ensure all business objectives are met, and issues are escalated in a timely manner
- Review the current team's capability, identify gaps and implement appropriate coaching, training, and performance management to develop the required capability
- Review & enhance the QMS to ensure it remains comprehensive, consistent and effective and ensure smooth implementation. Escalate areas where non-compliance or opportunities for improvement exist.
- Manage, review & enhance the group's quality control, including management of key processes such as inspection, manufacturing scrap analysis, concessions and returns.
- Manage external quality audits and ensure maintenance of appropriate external quality standards
- Manage appropriate internal audits and co-ordinate internal quality meeting, including the annual quality reviews

### ***Health and Safety***

- Be the Health and Safety champion for the Group
- Understand the application of the Health and safety at work etc. act 1974 and other legislation relevant to the Gill Group.
- Keep up to date with changes in current legislation and to bring to the attention of the company Directors.
- Ensure that all "risk assessments" as required by legislation are conducted and reviewed at relevant intervals and to maintain records.
- To recommend control measures and advise on the standard of P.P.E. issued to employees.
- To work with line manager and ensure robust investigations into all accidents and near-miss incidents are carried out and to record and analyse the results for improvement activities.
- Execute the EHS CI roadmap.

### ***Environmental and Sustainability***

- Be the Environmental and sustainability champion for the Group
- Understand the application of the Environmental legislation on the Group Companies
- Keep up to date with changes in current environmental legislation and to bring to the attention of the company Directors alongside the improvement proposal
- To carry out investigations into all environmental accidents and near-miss incidents and to record the findings for analysis and improvement.

**Position Requirements**

- Experience in leading a quality team in a technology focused manufacturing SME.
- Knowledge of Production Product Approval Process, FMEA, 8D and 5S would be a great advantage.
- Experience of managing and enhancing an effective QMS that has delivered clear business value and supported the broader business strategy
- Experience of managing internal and external audit and of acquiring and maintaining external accreditations
- Excellent interpersonal skills and experience of communicating effectively and influencing outcomes at all levels of an organisation.
- Experience of representing a company at senior levels with customers, suppliers and third parties

**Person Specification**

- Degree in Quality, Manufacturing or Engineering, or a closely related field
- Membership of CQI would be an advantage
- Ability to identify priorities and lead the department to work effectively on day-to-day issues
- Ability to identify and describe opportunities for improvements and to implement longer term change
- Strong analytical skills, able to identify and work with key metrics, draw conclusions and communicate insights
- Results focused, comfortable owning KPIs and presenting and explaining performance
- A hands-on leader, able to motivate and coach their team, and lead by example
- Good project management skills, able to balance short and medium-term goals

**Reporting Structure**

- QEHS Manager – Group Operations Director

A position profile does not imply that the duties stated are the only ones to be performed by the incumbent. Employees will be required to follow any other reasonable job-related instruction as requested by their line manager or a Company Director.