

Design & Manufacture Specialist

Built Environment – Smarter Transformation



ROLE DESCRIPTION

GRADE

Grade 5

LOCATION

BE-ST Innovation
Campus, Hamilton
International Technology
Park, G72 OAG

LINE MANAGER

Head of Operations &
Programme
Performance

ROLE SUMMARY

Background:

BE-ST is an International Centre of Excellence with the mission to accelerate the just transition to a zero-carbon built environment. We bring together world-class academia, government bodies and industry at all levels to future-proof the commercial and environmental road forward for our sector.

We do this using collaboration to give the sector access to the tools, skills, and knowledge, which includes our unique £10m campus in Hamilton - the UK construction industry's first dedicated digital manufacturing, prototyping & future skills centre of excellence.

By joining the BE-ST family, you will work in an equal and inclusive environment created by our friendly and high-performing team. Our values are important to us and help us all to thrive and grow (see them here).

See our website to learn more about us: <http://www.be-st.build>

Job Summary:

This campus-based role assumes responsibility for the safe operation, supervision and maintenance of BE-ST's multi-million pound Innovation Factory, including all project and commercial manufacturing-related activities and will involve close working with facilities management/operations around

compliance with campus wide systems and processes. Duties include planning, coordinating and controlling all steps in the production process and driving safety, health, environment and quality requirements, including regulatory and best practice maintenance of factory production equipment.

This role will involve close collaboration and supervision of a range of stakeholders including clients (businesses), trade and professional bodies, partners in academia and FE colleges and public sector organisations who will be engaging with the equipment. The role will also require the provision of support to deliver external training programmes where they relate to the factory equipment and/or space.

Together with the thematic teams, this role involves identifying and supporting the innovation needs of businesses, collaborating with academic and business support specialists where required and supporting the project management of high impact innovation projects. The role also involves supporting Impact Managers with commercial bid development incorporating Innovation Factory activity for BE-ST.

This role works closely with the MMC delivery team to maximise the development of offsite manufacturing and other forms of industrialised construction to build stronger relationships with organisations that work in this space. However, the cross-cutting nature of our innovation work will require your expertise to support the further development of all of BE-ST's programme themes.

This role may involve occasional travel across Scotland, the UK and the EU/internationally where required within the scope of projects and to facilitate personal development.

Job purpose:

To maintain the highest levels of operational safety within the Innovation Factory and associated areas, ensuring programming is optimised to increase efficiency and productivity. To support the impact teams with the delivery of projects and programmes for a range of collaborative partners to improve competitiveness and maximise economic impact and growth.

LINE MANAGEMENT RESPONSIBILITY FOR:

This role does not have any line management responsibilities currently.

MAIN DUTIES AND RESPONSIBILITIES

- Supervise, operate and maintain (following appropriate and specific training) all prototyping and commercial equipment within the Innovation Factory. This includes but is not be limited to assisting & supervising clients (businesses), trade and professional bodies, partners in academia and FE colleges and public sector organisations who will be engaging with the equipment.
- Manage operational Health and Safety in and around the Innovation Factory to ensure the safety and wellbeing of staff, visitors, service users, & learners.
- Contribute to the identification of practical training and skills development opportunities with the stakeholder engagement team associated with the range of equipment within the centre.
- Contribute to the building of impactful practical demonstrations and factory-based events that showcase BE-ST.
- Demonstrate initiative, creativity, judgement and responsibility, when working with clients. (businesses), trade and professional bodies, partners in academia and FE colleges and public sector organisations who will be engaging with the equipment.
- Utilise depth of specialist knowledge in Offsite Manufacturing, Building Technologies & Construction themes to engage positively with stakeholders.
- Undertake continuous professional development (CPD) to include the practical application of technology, broad range of delivery techniques and the promotion of learning, professional practice and research.
- Work with other external prototyping spaces to enhance and augment the value proposition of the Innovation Campus.
- Demonstrate our values which can be found at <https://www.be-st.build/about/>.
- Work collaboratively with customers and stakeholders in the private, public and academic sectors.
- Share knowledge, expertise, understanding, perspective and contacts with colleagues to continually build BE-ST's abilities and intelligence.
- Contribute to the marketing of BE-ST, including attendance at events.
- Deliver outstanding levels of customer service.
- Where appropriate work under one's own initiative but also always as part of a team.
- Maintain appropriate records across all our systems.
- Participate fully in management and team meetings and events.
- Build long term, trusting relationships with clients and stakeholders.
- Facilitate collaboration between businesses, academia and the public sector.
- Remain up-to-date with matters influencing the sector and all associated intelligence.
- Role model the University's values & behaviours.
- Be responsible for ensuring that the information and records processed (received, created, used, stored, destroyed) on behalf of the University are managed in compliance with ALL applicable legislation, codes and policies e.g. [Data Protection](#), [Information Security](#) and [Records Management](#).

PERSON SPECIFICATION

ESSENTIAL

DESIRABLE

EDUCATION / QUALIFICATIONS

- | | |
|---|---|
| <ul style="list-style-type: none"> HNC, HND or Degree or equivalent experience in a construction/engineering, environmental area OR professional qualification in a relevant discipline. | ✓ |
| <ul style="list-style-type: none"> H&S qualification such as NEBOSH, IOSH etc. | ✓ |

SKILLS / EXPERIENCE

- | | |
|--|---|
| <ul style="list-style-type: none"> Experience of supervising large-scale testing or prototyping space including client engagement | ✓ |
| <ul style="list-style-type: none"> Awareness and understanding of relevant innovative construction techniques and solutions | ✓ |
| <ul style="list-style-type: none"> Experience of developing and delivering safe working environment suitable for conducting commercial work, collaborative projects, training and events | ✓ |
| <ul style="list-style-type: none"> Direct experience of working in/with the construction industry, particularly timber engineering, infrastructure/civil engineering or housing sectors | ✓ |
| <ul style="list-style-type: none"> An understanding of how Scotland / the UK's construction sector operates from both a strategic and operational perspective (industry dynamics; supply chains etc.) | ✓ |
| <ul style="list-style-type: none"> Experience of managing sub-contractors/trades and service providers | ✓ |
| <ul style="list-style-type: none"> Excellent organisation, planning and time management skills for effective working and prioritisation of workloads and ability to work under own initiative when managing a large portfolio of projects | ✓ |
| <ul style="list-style-type: none"> IT literate with proficiency in Microsoft PowerPoint, Excel and Outlook | ✓ |
| <ul style="list-style-type: none"> Excellent interpersonal and communication skills to interact effectively with internal and external contacts at all levels, occasionally involving a high degree of diplomacy | ✓ |
| <ul style="list-style-type: none"> Credibility and ability to communicate on a technical level | ✓ |



	ESSENTIAL	DESIRABLE
• Ability to work flexibly and, at times under pressure, to meet deadlines and changing priorities	✓	
• Enthusiastic, proactive, and professional approach	✓	
• A self-starter, highly self-motivated whilst also a dedicated team player	✓	
• Project Management skills in agile or scrum approaches		✓
• Established presentation skills		✓
• Full UK-valid driving licence and access to own transport		✓