Dairy Engineering Manager

Dairy engineering and maintenance

Job title	Dairy Engineering Manager
Department	Dairy engineering and maintenance
Reports to	Operations Director
Direct reports	Engineering supervisors, maintenance technicians, stores staff and engineering administrator
Location	*[To be confirmed by the employer]*
Contract type	*[Permanent / fixed-term / other]*
Salary and benefits	*[To be confirmed by the employer]*

Job purpose

Runs the engineering and maintenance function at a dairy processing site, keeping plant, utilities and buildings safe, reliable and available for production. Leads the engineering team and contractors, controls the engineering budget and drives improvements in uptime, energy use and maintenance practice.

Key responsibilities

Maintenance and plant reliability

- Run a planned and preventive maintenance programme through the CMMS
- Agree maintenance windows with production around cleaning cycles and the production plan
- Respond quickly to breakdowns and keep unplanned downtime to a minimum
- Analyse plant failures to find root causes and stop them recurring
- Plan and manage the annual site shutdown
- Arrange calibration of instruments that record critical process data
- Look after buildings, forklift trucks and site services

Utilities and energy

- Manage steam, refrigeration, compressed air, water, electricity, gas and nitrogen supplies
- Monitor energy and water use and deliver savings projects
- Control the use of oils, lubricants, refrigerant gases, tools and consumables
- Oversee effluent, waste and sludge removal contracts

Safety, hygiene and compliance

- Ensure plant is operated and maintained in line with health and safety law
- Complete statutory inspections of pressure systems, lifting equipment and electrical installations
- Review and approve risk assessments and safe systems of work for engineering tasks
- Enforce hygienic engineering practice, including tool control and clean-down after jobs in high-care areas
- Ensure all engineering staff and contractors complete site induction and basic food hygiene training

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- Build HACCP, ISO 22000 and quality system requirements into engineering procedures and records

People and contractors

- Lead, motivate and develop the engineering team, including six-monthly appraisals
- Plan shift rotas, on-call cover and overtime within budget
- Identify skills gaps and arrange technical and safety training
- Select, brief and supervise contractors and make sure they follow site rules
- Recruit engineering staff and manage discipline in line with company policy

Budget, stores and projects

- Set and control the engineering budget for labour, spares, utilities and contracts
- Manage engineering stores so critical spares are on hand without excess stock
- Negotiate service contracts and review supplier performance
- Prepare capital expenditure proposals and manage engineering projects through to handover
- Report weekly on planned and unplanned downtime, causes, repair costs, overtime and call-outs

Qualifications and experience

Essential

- Degree or HND in mechanical, electrical or multi-skilled engineering, or equivalent
- Substantial engineering experience in food, dairy or similar process manufacturing
- Previous experience leading an engineering or maintenance team
- Working knowledge of health and safety law as it applies to plant and contractors
- Experience of planned maintenance systems and managing an engineering budget
- Ability to read and produce engineering drawings

Desirable

- Experience in milk powder, infant formula or other high-hygiene dairy production
- Recognised health and safety qualification
- Knowledge of HACCP and ISO 22000
- Experience of energy management or utilities optimisation
- Breathing apparatus and fire response training

Skills and attributes

- Leadership and team building
- Fault diagnosis and root cause analysis
- Maintenance planning
- Budget control and negotiation
- Contractor management
- Clear reporting and communication with production and quality teams
- IT skills, including CMMS and spreadsheets

Measures of success

- Plant availability and unplanned downtime
- Planned maintenance completed on schedule
- Engineering costs against budget
- Energy and water use per tonne of product
- Engineering-related safety incidents and near misses
- Engineering-related hygiene or quality non-conformances

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Working conditions and safety

Site-based role covering offices, plant rooms and production areas, with PPE and hygiene rules in force. Includes a share of weekend and out-of-hours on-call cover with other senior managers.

- Follow health and safety rules and safe systems of work, and wear the correct PPE
- Follow food safety, hygiene, HACCP and quality procedures at all times
- Report hazards, accidents, near misses and concerns promptly

This job description outlines the main duties of the role. It is not a complete list, and the employer may update it as the business changes, in consultation with the jobholder.

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