

CANDIDATE SPECIFICATION



<b>JOB TITLE</b>	Sewing Machinist
<b>REPORTING TO</b>	Supervisor
<b>DEPARTMENT/SUB DEPARTMENT</b>	Manufacturing, Sewing
<b>LOCATION</b>	Southend-On-Sea
<b>OVERALL PURPOSE</b>	
To work within the Ipeco Cell Machine Shop overlocking and sewing cut parts into complete covers.	
<b>PRINCIPLE ACCOUNTABILITIES</b>	
<ul style="list-style-type: none"> <li>• To overlock cut parts as per instructions/training.</li> <li>• To sew cut parts into complete items referencing drawings, templates, work instructions and/or samples.</li> <li>• To carry out any reworks deemed necessary by management, supervision or inspection.</li> <li>• To keep the sewing machine/overlocker in a clean and regularly oiled condition and report any faults to the Team Leader.</li> <li>• To work within guidelines/instructions to ensure traceability is maintained.</li> <li>• To carry out duties in a proper and efficient manner, act wholeheartedly in the interest of the Company at all times and to comply with the Company Rules and Regulations.</li> <li>• Responsible for ensuring that a high standard of housekeeping is maintained.</li> <li>• To support team members with other tasks as and when necessary.</li> <li>• To help create and maintain a safe working environment and observe the published Health and Safety procedures.</li> <li>• To carry out any other tasks where reasonable and relevant, when required.</li> </ul>	

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<b>QUALIFICATIONS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Educated to GCSE Level (or equivalent)	✓	
Basic English Communication	✓	
<b>EXPERIENCE/ SKILLS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Minimum 12 months experience using industrial sewing machines	✓	
Overlocking experience		✓
Experience of sewing various items, so to understand how the product goes together from cut parts		✓
Ability to work independently while collaborating in a team environment	✓	
Ability to work under pressure and to deadlines	✓	
<b>PERSONAL SKILLS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Team Player	✓	
Strong Work 'Can-do Ethic'	✓	
Exceptional at building relationships	✓	
Excellent Customer Service skills	✓	
Strong attention to detail and time management	✓	
Exceptional Planning and Organisation skills	✓	
High awareness of Productivity and Quality	✓	
Excellent Communication skills	✓	
Flexibility	✓	
Takes Responsibility for actions	✓	
Learn, Apply and Improve	✓	