

Requisition Number:

23179

Job Description

HORIBA MIRA is a world-class, independent engineering consultancy, operating in multiple locations around the world, to support vehicle manufacturers and their supply chain with cutting-edge engineering and test expertise.

We offer full-system design, test and integration expertise to automotive, defence, rail and transport industries and also specialise in developing low carbon and autonomous and co-operative driving technologies.

At our headquarters in the Midlands, we have access to one of the most comprehensive vehicle proving grounds which boasts 93km of test tracks and over 35 world-class test facilities and laboratories. Our facilities, combined with the engineering expertise of our 600 strong team makes MIRA Technology Park Europe's number one location for transport sector R&D.

The combination of our Electromagnetic Compatibility (EMC) engineering experts and our extensive range of state-of-the-art test facilities means that we are a world-leader in engineering design, test and consultancy. With the rapid growth in automated vehicle systems, complex powertrains and wireless technologies our EMC engineering services provide excellent career opportunities.

Title of Job:	EMC Component Technical Project Manager		
Department:	0452 (EMC)		
Grade:	Project Engineer (4N) Depending on experience and qualifications		
Date Required:	Immediately		
Salary Range:	Competitive		
Number Required:	1		
Location:	Nuneaton		
Reason for Vacancy:	Replacement		
Contract Type:	Permanent:	Yes	Contractor: No
Responsible To:	Delivery Team Leader		
Subordinates:	None		

Main Purpose of Job
As the successful candidate you will be responsible for the technical project management of Automotive Component EMC test projects.
Working within the Component Delivery Team you will ensure projects are delivered to schedule, budget and HORIBA-MIRA quality standards.

Key Functions

Key Responsibilities will include, but are not limited to:

- Customer liaison
- Preparation of quotations and proposals
- Test plan preparation and reviews
- Risk Assessment preparation
- Pre-test functional checks
- Planning / delivery of multiple projects across multiple laboratories
- Technical and financial lead for projects under your control
- Management of all customer deliverables
- Scheduling of tasks to maximise the efficiencies across all test facilities
- Provide in-lab project support to test personnel
- Provide in-lab project consultancy and product awareness
- Executing the project delivery in accordance with H-M procedures including KPI capture.
- Perform quality checks and data analysis on test output
- Accurate financial control through project budgets, tracking and reporting
- Resolution of test or project issues with assistance from other teams / members (where required)
- Perform project reviews and lessons learned on own projects
- Compile data packs, test summaries and test reports
- Business development technical support
- Deliver continuous improvement projects to further enhance the department
- Support flexible working practises where business demands are required
- Maintain detailed and accurate records in accordance with UKAS / ISO 17025 requirements

Essential Knowledge and Skills:

- Demonstrate relevant skills with emphasis on EMC technical delivery
- Familiarity of automotive products and diagnostics
- Demonstrate Project Management skills with emphasis on commercial awareness, tasking and accountability, service quality, and timely delivery
- Demonstrate an excellent understanding of the principles behind EMC test specifications and procedures
- Demonstrate technical delivery to include test plans, control plans, similar customer documentation
- Strong analytical, planning, organisational, and time management skills
- Proven background in process improvement projects
- Excellent interpersonal communication skills, particularly where technical information must be conveyed
- Self-motivated
- Strong customer-facing communication skills
- Ability to meet aggressive deadlines
- Proficient computer skills, especially Microsoft Office applications
- Ability to function effectively as part of a team
- Ability to maintain discretion and confidentiality
- Understanding of H&S / Risk assessment requirements

Essential Qualifications

- HNC/HND (BTEC level 4) in Electrical/Electronic Engineering or equivalent time served experience

Preferred Qualifications

- Degree in Electrical/Electronic Engineering or related subject or equivalent time served experience

Essential Experience

- Project Management
- EMC knowledge
- Electrical Engineering
- Excellent communication skills

Preferred Experience

- Minimum of 5 years of Automotive Technology based Project Management experience.
- Minimum of 5 years EMC experience with a bias towards automotive test applications

What is the candidate likely to be doing now?

- Project Engineer/Project Manager at an EMC test facility, automotive manufacturer or supplier

Other information

- Flexibility to support shifts when required
- Out of hours telephone support

