



Job Description: Hall Supervisor (Joiner)

Vacancy Details

Term: Full time. Probation period 3 months

Salary: £19 per hour

Location: Cumnock, Ayrshire. Occasional travel to sites across the UK

Under instruction of the production manager, you will lead the factory floor team to deliver all joinery elements of our homes to exacting quality standards, whilst coordinating with other trades. There will be 15 people under the post holder's direct supervision.

Job Purpose:

To contribute to output efficiencies whilst maintaining product quality in a safe working environment through technical guidance, planning and teamwork.

The Hall Supervisor Joiner will require the following:

- Qualification in joinery SVQ 3 or City and Guilds equivalent
- Ideally 4 years' experience working as a qualified joiner with experience in construction of timber kits for new dwellings, kitchen fitting and window fitting
- Ability to read and interpret architectural and engineering drawings and company documents
- Demonstrate leadership qualities and be a team player
- Ability to coach and support team where extra training/support is required
- Willingness to undertake personal training and development
- The ability to prioritise and organise workload and coordinate with other trades
- Excellent communication skills both verbal and written
- To be punctual, reliable, flexible, and positive
- Full understanding of RAMS procedures and application
- Take responsibility for ensuring that the hall and operations staff are compliant with Health and Safety.
- Ability to work to deadlines maintaining quality end product



The Hall Supervisor Joiner will ideally have the following:

- A valid CSCS card
- A full UK driver's license and own transport
- *Fire Marshall training
- *First Aid
- *Supervisory qualification e.g SSSTS, SVQ Supervision

*Training will be given for the above

The role will involve:

- Working under instruction of the Production Manager to complete the following in line with required production and quality standards:
 - Floorplate
 - External walls
 - Ceiling/roof
 - Internal stage 1 (roughing)
 - Internal stage 2 (finishing)
- Collaborating with a full range of trades
- Using safe working practices incorporating health and safety and environmental rules
- Ensure teams are working safely and protecting themselves and others
- Act as technical advisor regarding production processes when required
- Any other tasks as directed by the Production Manager to ensure the smooth operation of the site and to achieve maximum efficiency and customer satisfaction
- Assist with the company stock takes when required.
- Assist with the induction of new production staff
- Liaise with Production Manager to ensure Production staff are actively employed in appropriate tasks to ensure maximum output
- Carry out daily team briefs to allocate work and receive updates
- Provide daily update to the Production Manager on the status of production and people
- Monitor timekeeping and break time compliance
- Ongoing training will be provided as required



You will be accountable for:

- Ensuring all team members are working safely
- Maintaining competency records for teams and advise on training requirements
- Working within the Connect Modular Limited, BOPAS ,ISO and other quality assurance frameworks
- Maintaining quality records and reporting non-conformance issues
- Reporting production progress and target setting within halls
- Support and encourage team members to continually improve processes within bays

Communications and Working Relationships :

- Establish excellent working relationship and partnerships based on an open two-way communication style with:
- **Internal:** All production employees, Production Manager, Directors, other staff-marketing, commercial, HR as necessary
- **External:** Customers, during visits, Clerk of Works

Health & Safety :

Both you and Connect Modular Limited have a legal and moral responsibility to maintain a safe and healthy work environment as set out within the Company Health & Safety policy.

- Ensure accurate recording and reporting of accidents and absence to the Production Manager
- Ensure PPE policy is maintained and used correctly
- Maintain and oversee individual bay records
- Oversee **clean as you go** policy and timely removal and disposal of waste and dust from bays
- Ensure only fully signed off trained staff use specialised equipment e.g., chop saws, nail guns
- Identify any training gaps within the team, deliver toolbox talks to address immediate needs and recommend training to increase competence

To be considered for this position, please send your CV to enquiries@theweehousecompany.co.uk by 25th July.



About Connect Modular

Connect Modular is an established manufacturer of modular housing.

Part of The Wee House Group, we specialise in the provision of [affordable modular homes](#) for housing associations and local councils. We are currently working on a 63-home affordable housing development in Dundonald South Ayrshire and will soon begin work on building a further two affordable housing projects in North Ayrshire.

All houses are constructed off-site in our Ayrshire factory where they are completed to ceiling height and pre-fitted with kitchens, bathrooms, plumbing and electrics. The houses are then transported to site and craned into position for the final construction works to be completed.