

Campden BRI (Chipping Campden) Limited

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Campden BRI (Nutfield)

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Job Profile

Head of Facilities & Engineering

Governance, Risk & Compliance

For enquiries concerning this job, please contact:

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Campden BRI provides scientific, technical, and legislative support to the food, drinks, and allied industries worldwide. The practical application of technical excellence lies at the heart of all that we do and is supported by our industry-leading facilities, expertise, and knowledge.

From analysis and testing and operational support to knowledge management, all our activities are built on an extensive programme of research and innovation steered by industry to ensure maximum commercial relevance.

We provide services to companies all along the supply chain, but offer discounts, access to expert advice and other benefits for those that come into membership. Many of our clients are major blue-chip companies and household names.

Locations

The Campden BRI Group operates from three sites in the UK and a fourth in Hungary. The role as advertised will be based at the Chipping Campden site but could require from time-to-time travel to other Group sites.

The site in Chipping Campden employs 300 full or part-time staff. A further 50 staff are employed at the site at Nutfield, Surrey and 20 staff are employed at our site in Budapest, Hungary. We also have a Consumer Test Centre in Leamington Spa.

Duties and responsibilities:

To manage all aspects of the Facilities and Engineering Services Department, to ensure the safety, security, maintenance, development and environmental excellence of the UK sites and facilities. To oversee the running of the Engineering & Facilities Teams, and in particular the effective utilisation of staff and resource/facilities at both Chipping Campden, Nutfield and Leamington Spa sites.

- Development and implementation of the group Facilities strategy.
- Lead and supervise the teams for Facilities, Engineering, Catering and Cleaning
- Establish departmental goals, objectives, and operating procedures.
- Develop and maintain an appropriate organisational structure that supports the needs of the business.
- Carry out risk assessments and design safe systems of work
- Manage the scheduled maintenance plan to ensure up to date activities are planned and delivered cost-effectively.
- Oversee the design, manufacture, or modification of proprietary equipment
- Management of sub-contractors and service contracts for maintenance, cleaning, grounds, security, alarms, HVAC, and other specialist contractors
- Advising on increasing energy efficiency, and for reduction in waste and emissions
- Manage all financial aspects of the department, including budgeting, and cost control.
- Manage staffing, including recruitment, supervision, development, and evaluation
- Ensure all activities comply with relevant regulations.
- Depending on the experience of the candidate, this role may also have responsibility to be business leader for Health, Safety and Environment activities, with line management responsibility for the functional specialists in these areas.

Qualifications:

- 5 years' experience of delivering Facilities and Engineering services and managing Health and Safety compliance.
- Relevant qualifications e.g.
 - Institute of Workplace and Facilities Management (IWFM)
 - IOSH Management safety
 - NEBOSH Certificate of Diploma
- Experience of a laboratory environment is highly desirable
- Excellent understanding of project management principles.
- In-depth knowledge of applicable laws and regulations e.g., pressure systems, lifting tackle, working at heights, electricity, gasses, confined spaces, legionella, PUWER

Pay and benefits

Salary:	Guide £55k - £60k
Grade:	G5
Holidays:	25 days plus public holidays and a buying/selling holiday scheme.
Pension scheme:	Campden BRI operates a pension scheme
Training:	Campden BRI is committed to ensure all staff receives appropriate training to support their job function and business needs.
Health:	Campden BRI operates a 'permanent health scheme' if you are unable to continue work for health reasons and a 'death in service' scheme.
Others:	Other benefits include subsidised restaurant/vending machine and parking on site.

Further Information

If further information is required, please visit our website www.campdenbri.co.uk