

#### Electronics Workshop Manager

Founded in 1987, Metrol are global leaders in the innovation, development and operation of wireless down-hole systems, using acoustic, electromagnetic and inductive telemetry.

Metrol's understanding of this technology and its application plays a major part in our success. Our products are already used by energy companies throughout the world during exploration and production, where the data and control provided allows significant advances in efficiency and safety. Metrol's commitment to research and development has ensured that the company stays at the forefront of downhole communications and the successful introduction of a range of new products has resulted in company growth which provides an opportunity for skilled and innovative engineers.

We are located in the Kirkhill Industrial Estate in Dyce, but operations are global, and we have offices in Dubai, the United States and other worldwide locations.

With a family business culture, we aim to create and provide a working environment that promotes from within, encourages training and development and allows and trusts individuals to maintain a work-life balance.

#### **Benefits:**

The role comes with a competitive salary and benefits package including:

- Culture that promotes teamwork and empowering individuals to make a difference
- Challenging role with on-the job training. Working as part of an expert team
- 33 days holiday with additional holidays for long service and long service awards
- Hybrid/Flexible working opportunities
- Company Pension contributions
- Private Healthcare and Life Insurance
- Cycle to work and EV Lease schemes

#### **The Role:**

The Electronics Workshop Manager will lead the Electronics Workshop function, ensuring the safe, compliant, efficient, and high-quality delivery of new build assembly, service, repair, quality control, calibration, and continuous improvement activities. The role is accountable for workshop standards, team performance, operational delivery, process control, cost management and the ongoing development of people, systems, and working practices. The Electronics Workshop Manager will oversee daily workshop operations, ensuring that production schedules, customer requirements, quality standards, and QHSE expectations are consistently achieved while driving efficiency, accountability, and continual improvement across all Electronics functions.

#### **Key Responsibilities:**

- Directly manage a multidisciplinary team including assemblers, technicians, QC inspectors, calibration staff and administrators.
- Build, develop and manage accountability across the Electronics teams, driving performance standards, ownership and continuous improvement.
- Lead objective setting, performance reviews, time and attendance management, employee relations and performance management.
- Ensure compliance across the team by questioning, escalating and resolving instances where expectations are not being met.
- Lead planning and delivery of team training, progression and career development, including competency and grading frameworks.
- Manage departmental budget and operational costs, including determination and approval of overtime requirements.

### Product Delivery:

- Lead and manage daily workshop operations supporting both new build assembly and service/repair of returned electronic equipment.
- Coordinate activities across assembly, test, repair, QC and calibration while planning and prioritising workload to meet production schedules and operational deadlines.
- Monitor, trend and report key KPIs including on-time delivery, right-first-time rate, workshop utilisation and efficiencies.
- Engage the team with production-related elements of ERP/MRP systems, including Shop floor Data Capture.
- Ensure efficient utilisation of labour, equipment and workspace.
- Implement and support initiatives that eliminate waste, improve process efficiency and drive cost reduction.

### Quality:

- Oversee and uphold compliance with build and test procedures, ensuring alignment with relevant industry standards.
- Own the inbound electronics QC function, ensuring incoming and in-process inspection is completed and recorded to required standards.
- Manage non-conformance reporting, root cause analysis and corrective actions.
- Ensure accurate and complete documentation for build records, service and repair reports, test results, certification and calibration records.
- Minimise rework and scrap through effective process control.
- Identify and implement means and methods for measuring process effectiveness.

### Safety:

- Lead the development and review of risk assessments, ensuring controls are implemented and maintained.
- Ensure high standards of workshop housekeeping and ESD compliance, maintaining clean, organised and hazard-free work areas.
- Ensure site compliance with internal and external health, safety and environmental regulations and procedures.
- Promote a proactive culture where work is stopped immediately if uncontrolled risk is identified or suspected.
- Oversee calibration and maintenance of workshop tools and equipment, ensuring test and measurement devices remain compliant with traceable standards

### Required Knowledge & Experience:

- Strong leadership experience within electronics manufacturing, servicing, repair, calibration or a comparable technical workshop environment.
- Working knowledge of QHSE requirements, ESD control, risk assessment, quality systems, audits, non-conformance management, Root Cause Analysis and Corrective and Preventive Actions.
- Experience managing multidisciplinary technical teams and developing performance, accountability, training, competency and progression frameworks.
- Ability to plan and prioritise workloads across production, service, quality control, calibration and repair functions.
- Experience using operational KPIs, ERP/MRP systems, and workshop data to drive delivery, efficiency, quality and continuous improvement.
- Experience managing workshop resources, inventory control and operational budgets.
- Understanding of electronics assembly, testing, inspection, calibration, service and repair processes.

**Competency:**

- HNC/HND, Degree, or equivalent qualification in Electronics Engineering, Electrical Engineering, or a related discipline
- Strong leadership and people-management capability.
- Excellent written and verbal communication skills.
- Ability to build accountability, ownership, and continuous improvement within teams.
- Strong organisational and prioritisation skills.
- Effective problem-solving and decision-making capability using data and objective evidence.
- Demonstrable commitment to safety, quality, compliance, and customer satisfaction.
- Ability to balance operational delivery with long-term process improvement and people development.

**Location:** Kirkhill Industrial Estate, Dyce, Aberdeen.

Apply by email only with your full CV to [Vacancies-Technical@metrol.co.uk](mailto:Vacancies-Technical@metrol.co.uk)