

Job Description

Welding Supervisor



This job description outlines the purpose, key responsibilities, measures of success, values and professional behaviours and skills required for success within the role. It also describes the key measures of success of the role and provides focus for recruitment, development, career planning, performance management and remuneration initiatives.

Position Title:		Welding Supervisor
Location:		Bowhill, South Australia
Current as of:		Jul-22
Reports to:		Project Manager
Direct Reports:		Quality Supervisor
Key Relationships:		Clients, Suppliers, Contractors, Production, Projects, Operations

Purpose

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- **Together we thrive**
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Mission

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- **We transform communities & our people, by optimising & building structures that matter**
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Core Values

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- **Integrity** – We do what we say we are going to do
 - **Collaborative** – We get things done, together
 - **Courageous** – We embrace initiative & innovation
 - **Unity** – We help our clients win
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Core Competencies

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- **Smarter together** - optimization specialists in large, welded components
 - **Win Before you Start** - cost with certainty
 - **Complexity done excellently** - systems and process, refinement
 - **Committed to Our Community** - strengthen our region
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Role Purpose:

As the Welding Supervisor of Bowhill Engineering you are responsible for the organisation & coordination of all stakeholders involved with Weld Quality Inspections for production. The position is responsible for ensuring visual Inspections are undertaken and appropriate records are maintained to ensure client specification requirements are met as well as optimum productivity whilst role modelling the leadership behaviours that create a high performing, engaged culture.

You have the following key areas of responsibility:

- Compliance
- Welding Supervisor

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KEY RESPONSIBILITIES

RESPONSIBILITY	EXAMPLES	MEASURES OF SUCCESS (KPIs)
Compliance	<ul style="list-style-type: none"> ▪ Technical compliance to TQCSI 3rd Party Certification for ISO9001:2015 Quality ▪ Technical compliance to SCA 3rd Party Certification for AS5131:2016 Structural Steel Fabrication & Erection ▪ Technical compliance to Weld Australia 3rd Party Certification for AS3834.2 Technical requirements for fusion welding ▪ Compliance to internal Integrated Management System (IMS) including Quality Style Guidelines ▪ Compliance to client specifications 	<ul style="list-style-type: none"> ▪ Drives audit to provide technical expertise for workshop & STF systems & processes ▪ Ensures updates to procedures & forms occur in sharepoint & client files ▪ Closes out audit actions within required timeframes
Welding Supervisor	<ul style="list-style-type: none"> ▪ Welding Visual Inspection Requirements ▪ Welding supervision to AS/NZS 2214 with extensive knowledge in AS1554 Part 1 & 5. ▪ Management of WPS & WQR ▪ Calibration testing of welding variables ▪ Welding Machine Audits/Testing ▪ Selection, suitability & control of materials & welding consumables; wire, rods, gas, flux etc ▪ Knowledgeable in Welding Theory, Australian Standards, NDT, QA, Weld Procedures, ▪ Client quality requirements (QP, ITP, IRG etc) 	<ul style="list-style-type: none"> ▪ 100% jobs proceed to STF with no/low defects ▪ Paperwork is completed to client & boweng requirements in full on time (IFOT) ▪ Compliance with zero Major or Minor NCR's from 3rd party audits

TEAM LEADER BEHAVIOURS

BEHAVIOUR	WHAT THIS MEANS FOR THE ROLE
Communication	<ul style="list-style-type: none"> Communicates proactively, clearly and effectively with team members, peers and management Tailors communication content, channel and style to the audience to increase understanding and acceptance Able to provide instructions in a manner that are easily understood
Competent	<ul style="list-style-type: none"> Shows a level of intelligence and aptitude in order to learn quickly to get things done Is productive and can be relied on to complete any task Demonstrates an attitude of being proactive and seeking out solutions to problems
Accountable	<ul style="list-style-type: none"> Does what is required and leads by example Takes responsibility and accountability for the work and performance of others and addresses under-performance issues swiftly and effectively Makes firm, timely decisions, initiates action to pursue opportunities, addresses issues and prevents problems
Courageous	<ul style="list-style-type: none"> Deals with issues and has 'difficult' conversations early Keeps the focus on the issue not the person Clarifies differing views and perspectives, finds ways to reach a resolution, unearths hidden or unstated issues and deals with them
Problem Solving	<ul style="list-style-type: none"> Seeks the input of others to fully understand issues, and takes the time to explore problems Explores multiple options and formulates strategies to address problems Takes action and sets up systems/procedures to prevent problems recurring
Collaboration	<ul style="list-style-type: none"> Manages effective teams to work collaboratively towards common goals Works with across the business and with other departments within the business to work through problems Works collaboratively with other team members, management and others to achieve goals and ensure customers' needs are met
Builds High Performing Teams	<ul style="list-style-type: none"> Provides timely coaching, practical advice and specific feedback to help others succeed and grow Inspires staff at all levels to achieve their best Recognizes and rewards performance, celebrates success
Self-Development	<ul style="list-style-type: none"> Is committed to continuous learning and self-improvement Can learn new skills in new and challenging situations Learns new information and grasps new concepts quickly and easily and is able to apply them to work

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DESIRABLE REQUIREMENTS

QUALIFICATIONS

- AS 2214 Structural Steel Welding Supervisor
 - Yellow Card – Scissor Lift up to 11m
 - Work Safe At Heights Certification
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EXPERIENCE

- AS1554.1 4.12.1 (e) 10+ years of experience as Boilermaker
 - 20+ years' experience in structural steel industry
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