

Production Manager – Billingshurst, West Sussex & Central London

Dragons of Walton Street

Dragons is a 40-year-old luxury children's furniture retailer with a growing interior design department. With a celebrity client list, retail and trade customers in over 70 countries and a London showroom, with exclusive rights to hand paint Beatrix Potter and Paddington Bear amongst others, our mission is to originate innovative children's interiors, furniture and artwork that delight and inspire our clients (parents and children), as well as to create memories for life. Our designs combine traditional values with cutting edge interior design and our services are performed with a high degree of skill and an exceptional level of care.

The role

We are seeking a highly motivated Production Manager to join our team working from our offices based in Walton Street, London and in our Studio and Warehouse, Billingshurst, West Sussex.

The best thing about this role is that you will join a well-established friendly team to develop, lead, and manage projects to their completion, ensuring that production processes are evaluated and improved in the most efficient and cost-effective manner and in line with Health and Safety and Legal standards. You will have the responsibility of planning, coordinating and controlling all the steps in the production process to ensure products are delivered on time and within budget. You will have excellent communication skills and work with our internal departments to drive and enhance creativity and innovative products, processes and sales whilst promoting continuous improvement across all areas.

Core areas of work and accountabilities

The Production Manager will also have responsibility for: -

- Overseeing the manufacturing and production processes of all products whilst evaluating and constantly improving working practices.
- Delivering client orders to budget and to project timelines.
- Procuring production equipment and taking on the responsibility for maintenance.
- Placing orders with suppliers.
- Carrying out company's procurements such as searching for new suppliers with more attractive conditions (price, lead time, geography etc.)
- Monitoring the Company's inventory.
- Coordinating with the sales department.
- Having an active role in discussions on product expectations with clients and other team members.
- Creating and monitoring company's production schedule in 'Team Gantt'.
- Monitoring and maintaining internal purchasing documents, placing purchase orders to company's accounting system 'KashFlow' (in the future 'Xero').
- Preparing budget and cost reports on production for management.
- Managing smooth and efficient production process implementing safety, health and legal applicable standards.
- Monitoring of logistic team, forming the schedule and routes.
- Ensure full compliance with relevant health and safety legislation and operating requirements, promoting safe standards of working across the Production team as required.
- Implementing Company procedures and policies.
- Monitoring productivity rates, standards and quality control.

- Leading a team of operators, coaching them to solve problems and encouraging improvement.
- Any other duties as directed by Management.

Skills & Experience

You will have a track record of deep knowledge in furniture manufacturing and a passion for motivating and managing the production process.

You will have between 3-5 years of industry-related experience along with the ability to work closely with all team members to produce luxe children's furniture and related design objects. Additionally, you will also be able to demonstrate the following: -

- Knowledge in furniture manufacturing.
- Passionate about motivating and managing the production process.
- Leadership skills.
- A minimum of 3-5 years industry related experience.
- Excellent knowledge of MS Office packages.
- Experience in creating, reading, and interpreting construction and architectural drawings, technical passports, and specifications.
- Self-motivated.
- Able to multi-task across a wide range of activities.
- Team oriented.
- Outcome-oriented, and able to concentrate on production goals.
- Innovative and eager to learn.

A Degree in Business Management and knowledge of Team Gantt, KashFlow, Xero and Orderhive would be advantageous.

Benefits & Hours of Work

We offer a salary of £35,000 - £40,000 per annum, along with the opportunity to earn bonuses if targets and KPI's are met. Working Monday to Friday between the hours of 10am and 6pm. You will work 3 days in our Showroom (London, Walton Street) and 2 days in our Studio (Sussex, in the future we may move to London).

Application

To apply for this role, please supply your CV along with a covering letter which details why you are a good fit for this role to dmitryg@dragonsofwaltonstreet.com and oleg@dragonsofwaltonstreet.com