

Job Description

Metallurgist

Reports To:

- Quality Director

Job Function/Purpose:

- To manage the metallurgical operations and Heat Treatment processes within the Kingswinford Facility. To provide technical and metallurgical support to all other departments.

Primary Objectives:

1. To develop and manage the Metallography Laboratory to ensure customer's requirements are met and that testing is carried out in an efficient and controlled manner.
2. To manage Mechanical Testing and NDT facilities to ensure customers' requirements are met and testing is carried out in an efficient and controlled manner.
3. To ensure that heat treatment is carried out in an efficient and controlled manner.
4. To provide Metallurgical and technical support to internal and external customers.

Key Responsibilities:

5. Ensure procedures are in place and complied with for all Laboratory functions.
6. Monitor mechanical testing and NCT operations to ensure compliance with internal procedures and customer requirements.
7. Monitor heat treatment operations to ensure compliance with internal procedures and customer requirements. This includes internal and sub contracted processes.
8. Investigate complaints of a metallurgical nature and report findings and initiate corrective actions where required.
9. To provide metallurgical support by **a.** reviewing and advising Sales where requests for quotations are received where special testing is involved. **b.** Reviewing customer orders and advising Sales and Order Processing on implications and routing for any special testing. **c.** Advising Manufacturing unit on heat treatment requirements. **d.** Investigating material failures and recommending corrective and preventive

Prepared By:

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Date: May 2011

Post holder:

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10. Carrying out Mechanical Testing and NDT where required.
11. Support in carrying out Internal Quality Audits
12. Liaise with technical and metallurgical colleagues throughout the Beck group.
13. Develop/improve processes within the metallurgical and technical functions
14. Any other duties as required, commensurate with job position
15. Fulfil training programs deemed necessary to allow efficient performance of duties and assist in your personal development
16. To take a responsible approach to health, safety and environmental risks in relation to your own job role and to control the risks or report them to management as appropriate

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