



Production Manager

Sustainable Office Furniture Company

Are you looking to use your process and people management skills to make a difference in the fight against climate change?

Our mission is to substantially reduce carbon emissions and costs for clients, which we do by remanufacturing office furniture as part of the Circular Economy.

We have an exciting opportunity for the right individual to lead our remanufacturing operations in our 17,000ft² remanufacturing plant at High Wycombe, and beyond as we scale up.

This is an important role that will convert customers to the Circular Economy by providing high quality remanufactured furniture on time and budget, while continuing to improve the efficiency of our operations.

The Production Manager will enjoy a high degree of autonomy and responsibility, while being part of a supportive senior team.

About the Company:

Our ambition is to become a leading global office furniture company through our Circular Economy business model that is creating positive impact on the world.

With a structurally lower cost base, vertical integration and purpose-driven approach, Rype Office is a leader in the Circular Economy and is rapidly disrupting the office furniture market. We have completed over 400 projects throughout the UK for clients including major banks, landlords, multi-national corporations and universities.

For more information about Rype Office please visit our website: www.rypeoffice.com

Position:

We are looking for a Production Manager to lead our remanufacturing operations in High Wycombe.

Your principal duty will be ensuring that production output is achieved within a safe working environment. You will supervise day-to-day production for the whole Rype facility, incorporating upholstery and workshop operations.

Responsibilities will include:

- Producing high quality remanufactured furniture. In 2022 we remanufactured around 10,000 items of furniture
- Ensuring the safety of staff
- Identifying, recommending and implementing improvements to our remanufacturing processes, which include:
 - Furniture disassembly

- Resurfacing
 - Upholstering
 - Repairs
 - Assembly
- Upholding and improving our quality processes
- Recruiting, training, managing and leading staff to maintain a high-performing team
- Setting and pursuing remanufacturing cost targets and other KPIs
- Ensuring production tasks, targets and work instructions are understood by staff
- Monitoring progress against schedules
- Ensuring parts and materials are available as needed
- Improving and developing new work instructions
- Day-to-day problem solving and dealing with any issues that arise, including identifying and addressing bottlenecks
- Scheduling regular maintenance for equipment
- Warehouse organisation, stocktake, scrapping and cleanliness
- Understanding how the production planning tools work and covering for the Production Planner when required

Essential Criteria/Experience:

- Passionate about creating a more sustainable world
- At least 3 years of demonstrable experience managing people and processes. This experience may not have been within manufacturing environment but instead, for example, within the armed forces.
- Possessing strong organisational skills, able to plan and coordinate multiple initiatives in parallel while using a structured approach to meeting deadlines
- Competent in problem solving, team building, planning and decision making
- Self-motivated and able to motivate and inspire your team
- General handyman skills fixing wood and/or metal products (ideally furniture)
- Known for your commitment to quality
- Proficient in MS Office (Excel, Word, Outlook, PowerPoint)
- Effective communication skills (both oral and written)
- Good with numbers
- Valid Driving License for the UK
- Eligible to work in the UK

Desirable Criteria/Experience:

- First Aid trained
- Health and safety trained
- Forklift operating licence
- Military background



Location:

You will be based at our remanufacturing facility in High Wycombe.

Flexibility may be considered for the right candidate.

Package:

We are offering a competitive package of £43K to £50K p.a. depending on experience. Remuneration can include share options in the company, so the successful candidate will become a co-owner of Rype.

To Apply:

Send your application, comprising a cover note explaining why you are suitable for this role and your CV, to Jobs@rypeoffice.com.

This is an exciting opportunity to lead the development of Circular Economy remanufacturing, reducing greenhouse gas emissions and transforming the furniture industry.