WMG
Project Assistant (Manufacturing Assembly Automation for SMEs)
£9.05 per hour (+ £1.09 holiday pay)
Ref: WMG001/16

Fixed Term Contract: 4 Weeks Full Time (with the possibility of a further 4 weeks work through the partner SME. Applicants must therefore be available for the full 8 weeks)

Working with supervision from WMG’s Automation Systems Group you will assist a manufacturing SME in an in-depth scoping and design of automated pilot assembly line for assembling electronic equipment.

The post will be partly based at the company (approximately 80%) and WMG, University of Warwick, Coventry (approx. 20%). The manufacturing SMEs are still to be confirmed, but are likely to be West Midlands based.

You will be engaged for 4 weeks with WMG, University of Warwick, however at the conclusion of the 4 week period, the placement may be extended for a further 4 weeks with the partner company. Applicants must therefore be available for the full 8 week period.

You will ideally be educated to or working towards degree level in a relevant engineering fields (or equivalent).

This post is not eligible for sponsorship and applicants must be eligible to work in the UK under present visa arrangements.

If you are interested in applying for this internship please send a covering letter and CV to Sam Hounsell, Administration Assistant (HR), email address: wmghr@warwick.ac.uk by 27/04/2016. Please quote the reference number WMG001/16 in all correspondence.
JOB DESCRIPTION

POST TITLE: Project Assistant (Manufacturing Assembly Automation)

DEPARTMENT: WMG

POST RESPONSIBLE TO: WMG SME Group, University of Warwick

SALARY IN THE RANGE: £9.05 PER HOUR (+ £1.09 HOL PAY)

REFERENCE NUMBER: WMG001/16

CLOSING DATE: 27/04/2016

JOB PURPOSE:

The WMG SME Group wish to hire a small number of interns to carry out in-depth scoping and design of automated pilot assembly line for various small and medium sized businesses. The studies are expected to include a draft definition of a product specification (including expected product volumes and cycle times), consideration of semi-automatic and/or automatic assembly processes, defining process plans and the modelling of key aspect of the process and machine operation using suitable CAD tools.

The posts are expected to be based 80% at the premises of the SME (likely to be in the West Midlands) and 20% at the University of Warwick. This may be flexible depending on personal situation.

DUTIES AND RESPONSIBILITIES:

1. Document the existing manual and semi-automated assembly processes.
2. Identify suitable production techniques to facilitate high-volume production.
4. Produce detailed documentation and designs on project completion.
5. Commence development of customer documentation as appropriate.

PERSON SPECIFICATION
**POST TITLE:** Project Assistant (Manufacturing Assembly Automation)  
**DEPARTMENT:** WMG

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<tr>
<th>REQUIREMENTS</th>
<th>ESSENTIAL (E) or DESIRABLE (D) REQUIREMENTS</th>
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<td>a) Application Form</td>
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<td>Educated to, or working towards a relevant science or engineering degree (or equivalent)</td>
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<td>Knowledge of advanced manufacturing processes including design for assembly and automation</td>
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<td>Experience of virtual modelling tools (e.g. Delmia, Process Simulate)</td>
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<td>Ability to work flexibly and collaboratively as part of a team and on own initiative</td>
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<td>Excellent oral and written communication skills</td>
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<td>Good organisational skills</td>
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<td>Experience of manufacturing, product development, testing and analysis</td>
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<td>Scientific interest &amp; knowledge, including manufacturing process planning and virtual engineering</td>
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FURTHER PARTICULARS

For further information about the University of Warwick, please visit our website at http://www2.warwick.ac.uk/services/humanresources/jobsintro/furtherparticulars

For further information about the Department of WMG, please see our website at http://www2.warwick.ac.uk/fac/sci/wmg

For further information about WMG’s Automation Systems Group http://www2.warwick.ac.uk/fac/sci/wmg/research/automation/

For further information about WMG’s SME Group http://www2.warwick.ac.uk/fac/sci/wmg/business/sme/
Recruitment of Ex-Offenders Policy

As an organisation using the (DBS) Disclosure and Barring Service to assess applicants’ suitability for positions of trust, the University of Warwick complies with the DBS Code of Practice and undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information revealed. More information is available on the University’s Vacancy pages and applicants may request a copy of the DBS Code of Practice.