

Jankel Armouring Limited is a great place to work. The Company is evolving and growing in response to unprecedented success in supplying mission-critical vehicles, survivability systems and services to clients across the world, including Departments of Defence, Government Organisations, Non-Government Organisations and Original Equipment Manufacturers. Following the win of several major programs, we are now looking to strengthen our existing ILS Team.

### So where do you fit in?

The ILS Technical Publications Lead (Vehicles & and Seats) will be responsible for assigning technical publications task and to achieve the assigned tasks to time, within budget and to the expected quality levels required by management and customer. The ILS Technical Publications Lead (Vehicle & Seats) will need to have excellent attention to detail to ensure publications data sources are efficiently identified and design changes/corrections properly managed and embedded in the technical publications data.

### Responsibilities include:

- To take responsibility for assigned Technical Publications tasks and to To develop and deliver formal Operator, Maintainer and Illustrated Parts Lists Manuals that reflect the correct Design Function/Operation, Logistic Support Analysis and Maintenance Policy data.
- Interface with Through Life Support, Project, Engineering, Safety, Quality, Bid Management and external ILS Suppliers.
- Provide a conscientious approach and flexibility to adapt to changing requirements experienced from working across multiple projects simultaneously.
- Configuration control of delivered technical publications data and ability to develop robust processes to maintain technical accuracy.
- Plan and develop operator and maintainer data to AESP formats and other UK/European defence standards such as ASD1000D.
- Produce Technical Publications data module requirements lists and other planning data capable of use to track progress and manage risks in the development phase.
- Produce cost efficient and safe armoured vehicle and seats scheduled maintenance and detailed repair strategies and develop and/or review procedural maintenance data.
- Attend design reviews meetings and act as the point of contact for Supportability Engineering.
- Produce required illustrations where data is not available within design repository, working strategically with design to minimise this through early communication.
- Document requirements for spares, support and test equipment ensuring SAP alignment.
- Attend logistic demonstrations and validate accuracy of supplied technical publications.
- Support development of operator and maintenance training.
- Attend Failure review boards and configuration control boards to define technical publications impacts.
- Handover to TLS once design is proven with agreed plan for resource needs for future technical publications updates.
- Support other ILS work as required outside the technical publications domain.
- Review any required delivery standard, such as ASD 1000D and develop skill sets to develop publications data to these requirements.
- Supporting other ILS work to provide greater efficiency within the team.

**POSITION: ILS Technical Publications Lead (Vehicles & Seats)**

**BASED AT: Rustington, West Sussex**

**REF NO: 166**

**Closing Date for applications 19 April 2019**

**STRICTLY NO AGENCIES**

**Interested? Then apply by sending your CV to**

**Caroline Bayliss**

**HR Advisor**

**caroline.bayliss@jankel.com**

**Quoting Job Ref. 166**

- Interacting in a workshop environment for the purposes of information gathering and photography whenever necessary.

### Experience/Knowledge

- Minimum Higher National Certificate in Engineering or equivalent experience.
- Technical publications experience obtained in a vehicle environment or production environment.
- Understanding of AESP formats, ASD1000D and experience developing publications from scratch
- Vehicle, Mechanical engineering or Production background is desirable.
- Computer literate and capable of developing others peoples skills in Adobe Framemaker, Adobe Creative Suite, Microsoft Office and Adobe Illustrator with a working knowledge of Adobe InDesign, Photoshop and Acrobat.

### Applicants should possess the following core competencies:

- Eligible for UK Security Clearance to minimum SC ('Secret') level.
- **Customer focused** - displays pro-active approach to meeting both internal and external customer needs.
- **Results-focused** - strong desire to achieve results and works hard to reach goals and targets. Seeks to achieve results which enhance business success.
- **Flexibility** - displays versatility and adaptability. Identifies need for change, develops new ideas, encourages and supports innovation. Reacts positively and with enthusiasm to change and improvement. Has capability to achieve results and manage workload even at peak of pressure. Self-manages to be highly effective even at times when workload is less.
- **Professional** - takes career seriously and considers the business dimensions of decisions carefully. Intellectually and analytically rigorous; displays high competence in chosen field and is trusted by the business to "do the right thing".
- **Integrity and morality** - acts with scrupulous honesty with customers, colleagues, and suppliers and everyone else they come into contact with in the workplace.
- **Communication and listening** - strong interpersonal skills; the appropriate use of written, oral, non-verbal and listening skills, with an ability to persuasively impart information and pick up on underlying messages.
- **Superior planning and organisation skills.**
- **Problem solving** - displays logic, creativity and pragmatism in resolving problems, requiring little supervision and using disciplined problem-solving methods.
- **Adaptability** - the ability to react to different circumstances whilst maintaining composure and focus on objectives; can be relied upon in tough situations and is able to constructively challenge the status quo to facilitate appropriate change.
- **Teamwork** - a strong team player with the ability to recognise and manage the team dynamic; demonstrates the ability to understand others motivations and actively assess their strengths and weaknesses, is aware of others workloads and responds accordingly.
- **Leadership** - strong leadership skills, conveying confidence, presence and a professional image at all levels within an organisation.

In return we offer a competitive salary plus quality benefits, including early finish on Friday afternoons.

Candidates must be eligible for UK Security Clearance to minimum SC ('Secret') level

Role is based at our Company's office in Rustington, West Sussex with requirement for occasional travel in the UK.

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HR Advisor  
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