



**Job Title:** Apprentice Machine Setter/Operator x 3  
**Qualification:** Level 2 Lean Manufacturing Operative  
<https://www.instituteforapprenticeships.org/apprenticeship-standards/lean-manufacturing-operative-v1-0>  
**Location:** BDK, Levington, Ipswich  
**Responsible to:** Factory Manager  
**Hours:** Rotational 2-week shift pattern:  
6am-2.15pm and 2pm-10.15pm  
(40 hours per week)

### **BDK Company Overview**

BDK are offering multiple excellent apprenticeship opportunities with the view to progressing into permanent roles and further progression on completion of the apprenticeship period.

BDK is an innovative, technical and highly experienced Converter, cutting and combining materials into shapes since the 1970's.

We work closely with our Customers to understand their application requirements, to choose appropriate materials, and to develop consistent manufacturing processes on our sophisticated machinery, to deliver inspired components and assembly solutions.

We are quality and customer driven and our ISO 9000 & ISO 13485 accreditations are an important demonstration of our constant commitment to quality.

Our Customers are diverse and their requirements unique. Our Engineered Adhesive Components are typically flexible materials, which, when cut and combined with other materials and presented in a format to suit the Customers' application equipment, exceed expectations and offer inspired solutions.

<https://www.youtube.com/watch?v=zMtx5phFC0g&t=8s>

### **Overview of the Role:**

- ✓ Machine Setter/operator in our Clean Room manufacturing area.
- ✓ After training, the operator would be expected to run a range of products on rotary die-cutting machinery.
- ✓ As a company that maintains Quality Systems to ISO 9001 and ISO 13485, we expect candidates to be numerate, literate and well presented.
- ✓ This is a controlled environment where protective clothing is required and clean procedures are in place. We supply a uniform, Clean Room garments and any PPE needed.
- ✓ Operators are encouraged to use their own initiative but also to work as part of a team.
- ✓ BDK operate a Grading system so that operators demonstrating the necessary skill and positive attitude would be able to advance to a higher level.
- ✓ Apprentices will learn the skills required to set and run machines in our cleanroom manufacturing area, producing products for the Medical Market.

**Key results areas:**

- ✓ Producing good quality products which meet customer specifications.
- ✓ Being able to set-up and run a variety of products.
- ✓ Reducing production errors.
- ✓ Improving efficiency and productivity.
- ✓ Compliance with cleanroom procedures.
- ✓ Compliance with ISO 9001 and ISO 13485 Quality Standards.

**Routine duties will include:**

- ✓ Setting up machines using set-up diagrams and instruction manuals.
- ✓ Running a variety of products to strict specifications, recording production information and maintaining batch control throughout production.
- ✓ Performing measuring and recording results, as required.

The above key duties are to be carried out in line with the company procedures. Flexibility will be required, additional tasks may also need to be carried out.

**Desirable Skills and Attributes**

- Strong attention to detail
- Quick learner
- Trustworthy
- High level of accuracy
- Excellent time keeping
- Motivated to achieve and progress
- Works efficiently within the team and able to take instruction

**Reward**

- Salary will be between £6.56 or £8.36 per hour and agreed with the successful candidates.
- 28 days holiday (inc BH's)
- Level 2 Lean Manufacturing Operative Apprenticeship Qualification, this is delivered in the work place and no day release to college is required.

**Entry Requirements**

GCSE grades A\*-D (9-3) in Maths and English are desirable. If this requirement is not met, all apprentices must undertake additional tuition/training and achieve a Level 1 in Functional Skills English and/or Maths in order to achieve their apprenticeship.