



Job Description

Job Title: Production Operative

Location: Great Malvern, Worcestershire

Reporting to: Production and Logistics Supervisor / Head of Production

Contract: Full time - 5 days per week at 37.5 hours per week

The Company

Smartbox creates technology that gives a voice to people that don't have speech. Our products include a combination of specialist hardware, software and content and are used by people with disabilities across the world.

We are one of the leading companies in the field and pride ourselves on our innovative products and high levels of customer service. Everything we do is driven by a passion to improve the lives of people that use our technology.

At Smartbox we believe everyone has the right to a voice. This is what the company was founded upon nearly 20 years ago and remains true today. Our users represent a diverse community of individuals and we want to support them by promoting an inclusive culture within our team.

The Smartbox Head Office is in Malvern, Worcestershire. We have a second major office in Bristol and a smaller one in Pennsylvania, US

The Job

We require a Production Operative to work within our Malvern operations alongside our current Production team. The role will include all aspects of assembling, testing and configuring of Smartbox products in line with agreed standards of quality, cost and delivery.

The role includes:

- Assembling hardware to meet customer needs.
- Testing hardware to ensure it meets Quality specifications.
- Configuring Windows devices as the customer requires and in line with the specification.
- Being part of a team where work is performed to the highest standards, delivering products of outstanding quality.

Essential Skills

Candidates must have the following skills:

- Knowledge of configuring Microsoft operating systems
- Knowledge of Windows and Apple devices
- Positive and pro-active attitude with a "can do" approach.
- Able to perform repetitive tasks consistently.
- Punctual and reliable.
- Excellent attention to detail.

Smartbox

- Experienced in following written and verbal instructions.
- Able to work independently and within defined teams.

Useful skills/attributes

The following would also be an advantage:

- A knowledge of Assistive Technology
- Soldering to IPC standards

The successful applicant will also be asked to perform other duties on an ad-hoc basis and will need a proactive attitude to this.

Additional Information

- In this role is based in our Malvern office. Our working hours are between Monday – Friday 9am – 5:30pm.
- You will need to maintain a deep understanding and knowledge of all our products and their uses
- You will meet and keep in regular contact with other teams in the business

Rewards and benefits

Smartbox offers comprehensive benefits including:

- Company Pension
- Group Life Assurance
- Income Protection
- Private Medical Insurance
- 25 days holiday plus public holidays
- Onsite parking
- Laptop provided
- Flexible working
- Cycle scheme
- Office fruit
- We are passionate about our people and offer many social events including a family weekend away, social outings and a Christmas party each year

We welcome applications from all communities and those from diverse backgrounds and groups.