



ارائه شده توسط:

سایت ترجمه فا

مرجع جدیدترین مقالات ترجمه شده

از نشریات معتبر

Career Guide - Production Management

THE WORK

Production managers oversee the production process in all types of manufacturing operation, from car manufacture to clothing or footwear production. Their main concern is to make the best use of available resources (labour, materials, plant and money). This involves ensuring that production targets are achieved and customer orders completed according to specification and on time. This involves organising production into cost centre areas, with supervisors of those areas agreeing performance standards for which they are accountable.

Managers spend much of their time attending meetings and liaising with colleagues, including manufacturing/production planners/controllers and supervisors. They present arguments, write reports, keep records and also undertake numerical work involving use of computers. When problems arise during manufacturing, they liaise with colleagues to identify the problem, find the causes, take corrective action and carry out follow-up procedures.

Production managers usually work days, Monday to Friday, 37 to 40 hours a week. Some evening and weekend work is often required for meetings or when dealing with crises. They spend much of their time working in an office, though often they need to go out onto the factory floor.

ENTRY AND TRAINING

Production managers may be appointed from within the company, in which case no minimum academic qualifications are needed. However, several years' experience and expertise, e.g. as a supervisor or planner/controller, are required.

For direct entry at a trainee grade a degree or equivalent is normally required, together with relevant experience.

Entry to degree courses requires five GCSEs (A-C) with two 'A' levels or equivalent. Any degree can be acceptable; although the subject studied can affect the type of industry the graduate enters. Industrial experience, such as that gained on a sandwich course or in an industrial placement, can be very helpful.

Training varies considerably between companies and industries. Some companies run induction courses. Specific job-related training usually involves working alongside experienced staff. Some trainees may be required to take courses in management or technical subjects at educational establishments on a part-time or full-time basis.

The Institute of Management offers programmes that will guide and encourage candidates to build management skills, knowledge and understanding that will prepare them for a career in production management.

The programmes are:

- **Certificate in Supervisory Management** (NVQ level 3): for team leaders and supervisors wishing to extend their management skills and reach higher levels of management.

- **Certificate in Management** (NVQ level 4): for first line managers and management trainees who are eager to develop and make rapid progress.
- **Diploma in Management** (NVQ level 5): for middle and senior managers looking towards strategic management in their organisation.
- **Post-Graduate Diploma**: for those in or aspiring to the highest levels of management. This programme is equivalent to a one-year Masters degree.

Managers may also follow Open University courses and study for MBA degrees at a range of institutions throughout the UK.

ADULT ENTRY

There are no upper age limits for production managers. Mature applicants with degrees can apply for positions as trainee managers alongside new graduates. However, they may be disadvantaged in high technology industries, where recent graduates with more up-to-date knowledge may be preferred.

Staff from other functions, such as work-study, quality control, purchasing or works engineering may also move into production management.

PERSONAL QUALITIES

- Able to get on with others and should be approachable
- Self-reliant and capable of making decisions quickly
- Capable of leading and motivating those working under them

- Problem solving and investigative skills are required to find the cause of a problem, take corrective action and carry out follow up procedures
- Able to set priorities
- Excellent verbal and written communicative skills are essential
- Good numeric ability
- An interest in mathematics, computer science and technology is useful
- A good understanding of marketing and finance is important
- Able to work well under pressure while remaining calm

PROSPECTS

Production managers work in factories of all kinds. Opportunities exist throughout the UK, but tend to be concentrated in urban areas. The overall number of vacancies is steady. The chances of finding a vacancy vary according to the sector, location and various local and economic factors. Experienced managers may have opportunities to work overseas.

Promotion depends on the company. There is a formal promotion hierarchy in most organisations. It is possible for someone to work up to this level through promotion, e.g. from production worker to production supervisor to production manager. Some may move to different companies in order to improve their position. There are good opportunities for production managers to progress into general management.

FURTHER READING

'Occupations' from Careers & Occupational Information Centre,
Moorfoot, Sheffield, South Yorkshire S1 4PQ Tel: 0114 259 4569

FURTHER INFORMATION

The Institute of Management, Management House, Cottingham
Road,
Corby, Northants NN17 1TT Tel: 01536 204 222

Education Officer, Institute of Management, 314 Ballysillan Road,
Belfast BT14 6RA Tel: 028 9071 7203

Your local **Further and Higher Education College**.

Careers information and vocational qualifications change rapidly. The information in this career note was accurate at the time of going to print, but readers should check it with professional bodies or careers advisers before making decisions.

<http://www.input.demon.co.uk/careers-productionmanager.html>



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