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Knowledge & Capture Manager

To be responsible for the Knowledge Management and Capture of Warhead Engineering and Systems Engineering related data from current and previous warhead and subsystem designs.

Discipline	Engineering – Manufacturing
Employment Basis	Full Time
Location	Aldermaston
Salary Range	£30 – £35,000
Job Reference	27/05/01/650746

Key accountabilities

- To implement and manage a system for the capture and access of Warhead Engineering design and development information on behalf of Warhead Engineering and Science Business Leaders.

- To capture Warhead Engineering knowledge in a way that is easily accessed for future warhead design and in support of the Training & Development of staff to define policy in respect of the IT systems used to capture warhead knowledge.

Responsibilities

- Responsible for the definition of Warhead Engineering Knowledge Capture strategy and implementation.

- To lead a small team implementing Warhead Engineering Knowledge Capture and management strategy.

- To ensure a high quality presence on the AWE internal intranet which is always current.

- Work with Company Knowledge Management team to ensure an integrated corporate approach.

- To ensure understanding and applicability of responsibilities with regard to the Company's Health, Safety, Security and Quality standards.

Qualifications

- ONC/HNC/Degree in a technical subject or considerable relevant practical experience.

Knowledge

- A Basic understanding of the principles of Knowledge Capture and the associated systems used.

- Knowledge of engineering design and development principles.

- Understanding of management principles and practise.

- Knowledge of assurance systems.

- A good understanding of modern IT infrastructure, including intranets and the internet.

Experience

- Previous experience working with IT systems.

- Engineering experience, ideally on defence related programmes.

- Experience in the provision of training and development activities.

Skills

- Leadership ability.

- Interpersonal skills, able to work in a team environment.

- Organisational skills.

Behaviours

- Able to communicate effectively at all levels.

- Well motivated and able to motivate others.

Special Requirements

- None

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