

Job Title: Production Team Leader

Location: Onsite at our AnTech Office, Airport Business Park, Exeter

Reporting to: Head of Production

Responsible for: Production Technicians and Production Administrators

Contract: Full-time. 40 hours per week, Monday - Friday

Salary: £42,000 per annum.

Closing Date: 12.30pm, Monday 13 July 2026. Please note, that we reserve the right to close the role early should we receive suitable candidates.

About Us

AnTech are a global technology company providing products and specialist drilling services to the energy sector. Established in 1992, we design, manufacture and test all our equipment in-house, spanning all areas of mechanical, electronic and software design engineering. As the energy sector moves to a more sustainable future, the technology that has supported it will be ever more important, and we want to be at the forefront of that.

Your Role

In this role you will work closely with the Head of Production, to lead the planning, scheduling, and execution of all production activities, ensuring products are manufactured efficiently, safely, and to the required quality standards. You will be responsible for coordinating production priorities and fostering effective cross-functional collaboration with key stakeholders, including Engineering, Sales, and Production teams, to achieve business objectives and customer requirements.

Main Duties and Responsibilities

- Supporting the planning and coordination of production activities to help ensure products are delivered on time and to the required quality standards.
- Maintains awareness of production requirements and communicates effectively with colleagues to help ensure the necessary resources, materials, and information are available to support production activities.
- Works collaboratively with Production, Engineering, and Sales teams to assist with the scheduling and prioritisation of work and to help resolve day-to-day production issues.
- Lead, manage and support team members through effective supervision, performance management, development, wellbeing support, and the promotion of a positive, inclusive and team culture.
- Supports the management of stock and materials within the controlled storeroom, ensuring accurate record keeping and timely reporting of stock shortages or discrepancies.
- Assists in the coordination of assembly and testing activities, ensuring work is completed in accordance with established procedures and quality requirements.
- Develops and maintains effective working relationships with suppliers and internal stakeholders to support the timely supply of materials and services required for production.

- Produces and maintains accurate production records, work instructions, and quality documentation, demonstrating attention to detail and a commitment to compliance.
- Supports the preparation and collation of quality documentation packages, including Certificates of Conformity and customer-specific quality requirements.
- Promotes safe working practices by complying with health and safety procedures and encouraging a positive safety culture within the production environment.
- Demonstrates a willingness to learn and develop by participating in training activities and applying new knowledge and skills to improve individual and team performance.
- Communicates effectively with colleagues at all levels, building positive working relationships and contributing to a collaborative and productive team environment.
- Identifies opportunities for continuous improvement and contributes ideas to enhance production efficiency, quality, and operational effectiveness.

Required Skills and Competencies

Essential:

- Previous experience of working in a manufacturing, engineering or production environment with the ability to analyse production information and identify opportunities for improvement.
- Able to demonstrate successful experience of meeting and exceeding production planning, scheduling and workflow deadlines.
- Knowledge of quality standards and is aware of the importance of compliance within a production environment.
- Previous experience of managing a team.
- Experience of stock control or inventory management processes.
- Excellent communication and interpersonal skills, with the ability to work effectively across departments.
- Strong organisational and time management skills with the ability to manage multiple priorities.
- Competent IT knowledge and skills
- Fluent in English, verbal and written.

Desirable:

- Experience developing or updating work instructions and process documentation.

Personal Attributes:

- Able to carry out physically demanding tasks, which includes standing for long periods of time and lifting up to 25kg .
- Ability to work collaboratively with a diverse team across all areas of the business.
- Confidence to challenge existing processes constructively and suggest improvements.

- Maintains performance, professionalism and composure when under pressure.
- Self-motivated with a flexible attitude and an approachable personality.
- Able to present a positive professional image of AnTech at all times.

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