

INNOVATE DURBAN

**WE'RE
HIRING**

FABRICATION MANAGER

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Fabrication Manager

Who we are and why work for us?

Innovate Durban is a Non-profit Organisation aimed at supporting innovators and developing the innovation and entrepreneurial ecosystem in KwaZulu-Natal.

We are a young company with a bunch of people who are passionate about innovation and highly motivated to implement programmes that support innovators in Durban. We are driven by a continuous need to deliver high quality work and work that adds immense value and impacts the lives of others. Collaboration within our company and with others is a critical part of how we work. Our work is fast paced, forward looking and highly rewarding!

We are needing to grow our team to ensure that we continue to deliver high value projects that meet the need of innovators. So, if you are a motivated, innovative individual, that is open to collaboration and has good work ethic and integrity, then you may fit right in!

Position: Fabrication Manager

Salary: Market-related commensurate with experience

Location: Durban

Duration of contract: 3 years (with an option to renew)

Deadline for application: 12th May 2021

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Purpose of the position:

We are looking for a highly creative and motivated Fabrication Manager at Innovate Durban, with a high degree of independence but easily works within teams and under general direction of the Innovation Co-Lab Lead.

To manage the Makerspace at the Innovation Co-Lab, providing design and manufacturing expertise, mentoring and technical support to users and staff. Create and deliver training programs and programme activities in the areas of design as well as digital and manual fabrication. Perform routine maintenance on machines where applicable, and manage inventory for consumables and supplies.

The Fabrication Manager will also provide support and co-ordination for the Innovate Durban Innovation Co-Lab. Acting as a support in the co-ordination between multiple projects/programmes ensuring that it aligns and supports the organisation's strategic goals and that all programmes deliver the desirable outcome.

Main Duties and responsibilities include:

- Management of makerspace section of the Lab
- Provide design and manufacturing expertise to the Lab and its users
- Design and manufacturing for Laser Business and other revenue streams related to the makerspace within the Lab
- Experimentation projects
- Prototype Development Support for innovators (including CAD design)

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- Manage inventory and consumables
- Facilitation of workshops and training programmes (for all machinery)
- Create and deliver training programmes and programmatic activities in the areas of design (CAD/CAM/CAE) as well as digital and manual fabrication
- Mentor and provide technical guidance to Lab technicians, interns and users
- Perform routine maintenance on machinery and tools used at the Lab, including repairs as they arise
- General Lab co-ordination activities
- Support in the development of projects/programmes within the Lab that support the organisation's strategic direction and objectives
- Ensure goals are met in areas including customer satisfaction, safety, quality and team member performance
- Co-ordination and administration for workshops/engagements run within the Lab
- Ensuring that health and safety standards are met and all visitors utilising the Lab are briefed and equipped with safety gear
- Development, tracking and reporting of Makerspace Budget, feeding into overall Lab budget
- Administration and reporting activities for Lab project/programmes as they arise
- Other duties as assigned

Company Benefits:

- Company laptop
- Retirement Annuity contribution

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Requirements:

Minimum:

- A degree in a relevant or related field
- 3 to 5 years related experience
- Proven track record in design and manufacturing
- Experience with the application of computer-aided-design (CAD), computer-aided analysis (CAE), and computer-aided-manufacturing (CAM) software systems
- Experience with a variety of manual and computer-controlled fabrication machines and equipment
- Experience using 3D printers, cutters such as laser, vinyl, CNC benders
- Ability to explain/demonstrate manufacturing workshop skills.
- Ability to engage and motivate users from multiple backgrounds engaged in design/build/validate projects
- At least 3 years project management and coordination experience
- Facilitation and training experience
- Experience in preparing reports, budgets, presentations
- Financial management experience
- Experience in working on electronic and digital project management platforms
- Driver's license
- MS Office proficiency (especially Word, Excel, PowerPoint)

Advantageous:

- Experience working in the non-profit sector
- Interest in socio-economic development
- Experience with using basic woodworking processes and machinery would be an advantage.
- Own car

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Skills and Abilities

- A demonstrated commitment to high professional ethical standards and a diverse workplace
- Excellent communication, interpersonal and project management skills
- Ambitious and goal-oriented, always looking to push yourself to achieve the most you can in your role
- Focused and motivated to work to Co-Lab targets
- Ease in maintaining good, positive working relations with colleagues
- Ability to juggle priorities and work on own initiative
- Ability to lead and influence projects without managing those projects
- Ability to motivate and inspire colleagues, including remotely
- Strong attention to detail

The successful candidate will be someone who is highly motivated, willing to go the extra mile, takes initiative, manages their time effectively and is flexible.

Please note that this is a full time position based in Cato Manor, Durban.

Starting date: 01 June 2021 (can be negotiated)

To apply for this role please follow this link to complete the job application questionnaire and we will be in touch with you thereafter: [Apply here](#)

www.innovate.durban/vacancies/apply

NOTE: ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED