

## **Job – Glass Production Studio Manager**

**LOCATION:** Poulton-le-Fylde, Lancashire

**JOB TITLE:** Glass Studio Manager

**SALARY & BENEFITS:** £30-45,000 Annual Leave 20 plus B/Hols and increases with length of service.

**WORKING HOURS:** Full time, Monday – Friday, 8 – 5pm.

### **The Company:**

One of Europe's leading glass studios, renowned for its extensive expertise in decorative glass and the scale of projects delivered both in the UK and globally, is looking to hire a Studio Manager.

The role offers fantastic progression opportunities, and you will be joining an expanding group of companies, ready to take on new and challenging projects both in the UK and abroad.

You can be based anywhere but would need to relocate to the Fylde Coast area of Lancashire.

### **The Opportunity:**

This role offers the chance to develop and grow within a company known for delivering unique, exciting, and often challenging projects in the UK and abroad.

### **Key Responsibilities:**

- Collaborate with managers and directors to plan project workloads and timelines, adjusting as new projects arise and issues occur.
- Manage the Studio Team, ensuring they are informed about orders, production plans, and any changes. Distribute workloads, monitor production quality, and ensure deadlines are met.
- Ensure products are completed on time and meet quality standards, ready for delivery or installation.
- Identify and implement ways to improve operational efficiency.
- Oversee stock management.
- Conduct regular personal reviews with team members, fostering personal development and addressing performance issues.

### **Desirable Experience/Skills Required:**

- Expertise in artisan and architectural glass making.
- Managerial experience within a bespoke manufacturing company.
- Knowledge of sheet glass handling and processing, including cutting, laminating, and silvering.
- Familiarity with artisan glass decoration techniques such as casting, slumping, etching, and polishing.
- Ability to work with and discuss tasks and lead times with managers, engineers, and designers confidently.
- Proficiency in Microsoft Office software and email communication.
- Strong communication and numeracy skills, both written and verbal.

**To find out more please contact Andrew Dawson-Gerrard on 07976 397374 or [adg@1stcomm.co.uk](mailto:adg@1stcomm.co.uk)**