



Gilbert Gilkes & Gordon Ltd

Candidate Brief



Background

Gilkes delivers innovative, single source solutions to the Small Hydropower & High Horsepower Engine markets.

Working meticulously with our customers to ensure the very best in product design, total cost of ownership & operational excellence, our range of hydropower turbines and engine cooling pumps deliver solutions to meet the most demanding of technical specifications and environments.

With international credentials earned in over 85 countries, a Royal Warrant and over 165 years of design and manufacturing experience behind us, we are small enough to be agile and responsive, whilst large enough to have the technical and engineering competence needed to be one of the world's leading brands.

Headquartered in Kendal in the English lake district, Gilkes is an independently owned business with circa 160 employees across the world.

We have manufacturing sites in Kendal and Houston, Texas as well as a sales office in Tokyo, Japan.

Our Purpose

Our values-based approach has been shaped from a 165 year heritage as a family-owned business. We believe in developing ethical business relationships with a positive environmental focus that bring about long-term sustainable success. Our people are committed to ensuring that Gilkes' products make a meaningful difference & provide a platform for the transition to a low carbon economy.

People & Culture

We strongly believe that our people are the ultimate differentiator & are at the heart of everything we do. It is their passion, creativity, hard work & dedication that enables Gilkes to grow & prosper.

Gilkes invests in its people & in developing a positive organisational culture.

Our four key values are:

- Teamwork
- Integrity
- Excellence
- Commitment

Current Position & Context

Gilkes is moving fast to adapt to an ever changing economic environment, ensuring we continue to be relevant in our chosen markets.

The organisation recently carried out a strategic review & adjusted its cost base in response to the pandemic.

Pumps is seeing growth & we have had huge interest in our new small marine pump from all of the big players including Caterpillar, Volvo, Scania & John Deere.

The small Hydro market is trending towards energy recovery & we are well placed to fully exploit this with our current product portfolio.

The Hydro aftermarket, especially in the UK, offers real growth prospects for Gilkes and we are aligning Service, Modernisation and Electrical to take full advantage of these opportunities.

Our Business Model & Strategy

<p>What we do...</p> <p>We leverage opportunities through our expertise, dedication & agility</p>	<p>Client Acquisition & Development</p> <ul style="list-style-type: none"> • Our customer-facing teams build & maintain a dialogue with clients based on openness & transparency • We build & maintain our customer relationships based on ethical behaviour 	<p>Project Delivery</p> <ul style="list-style-type: none"> • Our aim is to deliver projects 100% on-time-in-full • A formal process exists to ensure the most efficient use of resources & competencies 	<p>Product Life Cycle Management</p> <ul style="list-style-type: none"> • We actively manage & support our products as they transition through their life cycle from New >> Spares >> Service >> Refurbishment
<p>How we do it...</p> <p>We continually improve our products & services to support our customer's success</p>	<p>Customer Service</p> <ul style="list-style-type: none"> • When required by our customers, we go the extra mile without question • We stand by our products & believe in doing what we said we would do 	<p>Focus on Productivity</p> <ul style="list-style-type: none"> • Business Excellence is embedded throughout the organisation • We critically review our end-to-end business processes to eliminate non value-added practices 	<p>Expanded Offerings</p> <ul style="list-style-type: none"> • Expanding our product offerings to meet our customers' needs • Offering solutions with unique value propositions
<p>Our competitive advantage...</p> <p>We strive to maintain a high performance workplace for our employees to excel</p>	<p>Our People</p> <ul style="list-style-type: none"> • We believe our people are the ultimate differentiator • We are working to create a culture of empowerment & achievement 	<p>Our Processes</p> <ul style="list-style-type: none"> • High productivity is a competitive advantage • Our processes are designed & managed to optimise stakeholder value 	<p>Our Agility</p> <ul style="list-style-type: none"> • We use mechanisms to identify changes in the external environment & translate these into potential opportunities • We are continually developing our technology portfolio to meet these opportunities

Structure & Governance

The Board	
Approves strategy & leads Gilkes to achieve long-term success	
Chair <ul style="list-style-type: none"> Leads the Board & ensures it operates effectively Maintains a culture of openness & debate Ensures effective dialogue between the Board 	Executive Directors <ul style="list-style-type: none"> Day-to-day management of the business Implementation of strategy

The Management Team	
<p>Responsible for the ongoing management of the business. Runs the business day-to-day & delivers performance in line with the strategic plan. Meets on a monthly basis led by the CEO.</p>	<ul style="list-style-type: none"> Responsible for the development & delivery of business plans & forecasts Monitoring of operational & financial performance Health & safety management Improving quality standards

Some of Our Customers

Hydro

				
				
				

Pumps

				
				
				

The Appointment

Role Title	Head of Compliance
Reporting to	Chief Executive Officer
Company	Gilbert Gilkes & Gordon Ltd
Website	www.gilkes.com
Based	Kendal, Cumbria
Remuneration	£37,146 to £50,470 (depending on experience)
Other Benefits	Generous pension scheme, 25 days annual leave plus bank holidays (with the option to buy more), life assurance and much more

Overview

An exciting opportunity has arisen for a **Head of Compliance** to join our well-established engineering organisation, based in our head office in Kendal, Cumbria.

Reporting directly to the Chief Executive Officer, you will be responsible for overseeing the generation of management systems, procedures, policies and rules whilst continually evaluating the efficiency of controls to improve them.

The role

- Stay informed about Quality, Health & Safety and Environmental standards and make sure Gilkes' operates within those standards
- Periodically conduct audits & reviews to ensure adherence to compliance standards
- Host audits by external bodies & customer quality personnel
- Communicate confidentially with employees to address any concerns they have about ethical or other compliance matters within a department or division
- Demonstrate an approachable & professional demeanour
- Consult with external professional bodies, customers & suppliers on compliance matters
- When compliance problems arise, conduct investigations to discover root causes
- Write and distribute documents that educate others on how to improve compliance
- Management of customer complaints
- Administration of supplier returns/non-conforming product

Expectations

- Uphold the company's Code of Conduct
- Have a desire to learn and improve skillsets
- Represent Gilkes positively and appropriately

The individual

- Possess strong analytical, organisational, decision making and presentations skills
- Strong interpersonal skills are essential when interacting with customers and professional bodies
- Hands on leadership with the ability to influence others and make decisions (even if they prove unpopular)
- Possess required enthusiasm, drive and interpersonal skills
- High energy and commitment

Other experience/personal skills

- Bachelor's or Master's degree qualified with industry certification
- 5 years industry experience similar to Gilkes
- Proficient with Microsoft Office
- Leadership experience

To apply: Please send your CV and covering letter to the Gilkes HR Department at recruitment@gilkes.com