



Oxford Space Systems is a multi-award-winning space technology business developing novel deployable spacecraft structures that are lighter, less complex and lower cost than those in current commercial demand.

Our vision is to become a recognised, leading supplier of highly competitive deployable structures for the global satellite industry. By working with leading academic & commercial collaborators, we're developing genuinely innovative scalable boom, panel and antenna solutions for the world's leading satellite builders.

Based at the Harwell Science and Innovation Campus - the UK's Space Cluster - Oxford Space Systems enjoys access to the world-class facilities & expertise of RAL Space, together with support from the UK Space Agency, ESA, Innovate UK and the Satellite Applications Catapult.

Position: MAIT Procurement/Stores Technician

Main duties:

- Take ownership and lead the OSS flight parts procurement process to ensure the following:
 - All orders are procured to schedule
 - All orders are tracked and chased
 - All orders are inspected on arrival at OSS
 - All incoming parts are placed into the stores/bonded stores as required
- Monitor supplier performance indicators
- Develop relationships with suppliers to negotiate the best prices for the company
- Identify and research potential new suppliers to meet current and future workloads
- Research new products and services to meet company's goals
- Develop and implement strategies for procuring, storing, and maintaining stock levels
- Provide annual customer feedback on their performance
- Visit sub-contractors/suppliers when required
- Support the Head of MAIT in related activities and reporting, as required
- Identify and propose business improvements and if approved support their implementation

Essential Skills and Experience:

- Minimum HNC or equivalent in a mechanical engineering discipline with strong relevant experience
- Comprehensive knowledge of detailed drawings, surface finishes, tolerances, materials, etc
- Previous experience of the Space Industry is advantageous
- Knowledge of the relevant ECSS standards for the Space sector
- Apprentice-trained a distinct advantage
- Proficient in the use of Microsoft Office software



Personal:

- Demonstrate a common sense/pragmatic and logical approach to problem-solving – ability to find simple solutions to complex problems
- Excellent interpersonal skills
- Excellent written/verbal communication and presentation skills
- Self-motivated to meet objectives
- Strong organisational skills
- Ability to work both alone and in teams as required by the individual task
- Ability to work within defined timescales to meet programme milestones
- Ability to work on several projects at any one time
- Driven by technical challenges, problem-solving and practical implementation of new ideas
- Willingness to learn and share knowledge with other members of the team
- Ability to gain SC clearance (be resident in the UK for at least 5 years)

If you are interested in working with Oxford Space Systems at this exciting point in the OSS story please email CV and covering letter to jobs@oxford.space with the job title you're applying for in the Subject line of the email.

Please note that only suitable candidates will be contacted.

If you are not successful in your application your data will be destroyed within 6 months of your application. We may retain your email details for future opportunities, please inform Oxford Space Systems as part of your application if you do not wish us to hold your personal email.