Job Advert

Texecom

Looking after the things people care about, wherever they are.

Who are we?

Texecom Ltd is a leading manufacturer and provider of professional security products, systems, and services. Our innovative solutions are designed to protect the things you care about, wherever they are.

What do we need?

We are seeking a product and service **Compliance Manager** to oversee and streamline the process of achieving and maintaining product compliance and certifications across a range of geographies, industries, and product types (covering both physical product and software/cloud services). Reporting to the Technical Director, this is a key position in Texecom to ensure that we can get products to market quickly and efficiently within a highly regulated environment.

How can you help us?

As the **Compliance Manager** at Texecom, your role will encompass:

- **Maintain:** Facilitate ongoing audits of Texecom's sites in Haslingden and Delph, as well as routine product inspections from various approvals bodies. Ensure expiring certificates are renewed ahead of time to avoid compliance gaps. Stay involved in industry groups and standards committees relevant to Texecom, to give advance notice of any changes to compliance requirements, and to represent our interests in those groups.
- **Expand**: Create project plans for obtaining certifications on new products and services, ensuring the test, audit, and certification requirements are communicated to all stakeholders, along with expected timelines and costs, and any compliance prerequisites.
- **Collaborate:** Work with the wider R&D / Engineering team to create test samples suitable for testing by approvals bodies. Educate the R&D / Engineering team on updates to standards and new test requirements. Support the Quality and H&S teams with their ongoing efforts to improve quality and safety within the business. Work with the Quality / Test teams to ensure the right products are tested in the right way during internal product auditing.
- **Innovate:** Continuously strive for ways to improve the operation of the Compliance department, be that through increased use of technology (where appropriate), better ways to communicate, alternative suppliers or approvals bodies, or any other areas that can be improved, and work with the Quality and Production teams to improve operational processes such as labelling etc.

How can you help us?

- **Technical Expertise:** A degree or equivalent in a relevant engineering field, as well as detailed knowledge of relevant regulations (e.g. CE and UKCA marking, etc.) and testing (e.g. EMC and RF testing, environmental testing, safety testing, etc.), an understanding of the process of certification (e.g. test, paperwork, audits, etc.), and a thorough understanding of the obligations of the manufacturer (and other economic operators in the supply chain) in all scenarios.
- **Communication:** The ability to translate very technical regulations and standards into concise and pertinent points that can be disseminated to a wide team, as well as being able to professionally communicate with external stakeholders (both suppliers and customers).
- **Leadership:** The capability to lead teams of people and to delegate responsibilities in a reasoned manner to ensure projects are completed efficiently and promptly, while balancing workloads and matching tasks to skills.
- **Resilience and Decisiveness:** As an important gatekeeper in new product introductions or product change processes, the ability to work well under pressure and to make challenging business decisions based on robust evidence is essential.

The following additional skills would be beneficial:

- **Industry Experience:** A minimum of five years' experience in the fire and/or security sector, or in a similarly regulated industry where similarities can be demonstrated, and skills and knowledge would be easily transferable. Experience with industry-specific certifications such as INCERT or VdS would be beneficial.
- **Digital Skills:** Confidence in using the full Microsoft Office package, good knowledge of VBA and SQL scripting, experience using Power BI, and experience in using Design Data Manager would all be useful.

What does success look like in this role?

Success in this role will be primarily defined by the continued compliance of all Texecom products in all relevant geographies, and the prompt and efficient approval of new projects. The **Compliance Manager** will be critical in achieving this and in preventing gaps in compliance, causing lost opportunities. **The overarching goal is to ensure that Texecom products can be placed on the market where they are needed, and when they are needed.**

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