



## Production Support Officer

**Location:** Brussels

**Are you ready to take your career to the next level?**

**Do you thrive in environments that challenge and inspire you?**

**Would you like to grow within a team that values both excellence and enjoyment at work?**

Taleo Consulting is an international management consulting group with offices in **France, Luxembourg, Belgium, The Netherlands, Switzerland, Spain, Singapore, Portugal, and Italy.**

We've grown into a team of **450+ talented professionals** across **10 offices worldwide**, partnering with leading organizations in **Financial, Life Sciences, Retail, and Energy** - Sectors, to drive transformation and deliver lasting impact.

At Taleo, you'll find more than just a job. You'll join a community of ambitious consultants who share a passion for growth, innovation, and teamwork. Together, we create an environment where you can develop your skills, take on new challenges, and truly make a difference.

### **What Will You Do?**

At Taleo Consulting, we believe that **our growth starts with our people**. When our consultants thrive, so do our clients.

Motivated, curious, and passionate professionals make a real impact, not only on their own careers but also on the success of the organizations they support.

We're looking for individuals who **embody our values** and help us foster strong, trust-based relationships with both our **clients** and our **teams across the globe**.

Our success is built on the **talent, collaboration, and commitment** of our people and we're now looking for a **Product Support Officer** to join our journey.

Ensure the availability, compliance, and effective lifecycle management of consumables, tools, and equipment across all manufacturing areas to support safe, streamlined, and high-quality production operations.

#### **Lifecycle Management of Consumables and PPE**

Ensure continuous availability of consumables and personal protective equipment (PPE).

Lead the selection, purchasing, and definition of stock levels for consumables, PPE, and production tools, in alignment with internal procurement protocols.

Monitor validity periods and establish periodic control processes for PPE not subject to regulatory inspection (e.g., gloves, helmets).



### **Equipment and Tool Control**

Coordinate periodic inspections and validation of all lifting, handling, and production equipment across manufacturing areas.

Define and implement optimized processes for managing shared calibrated tools.

Carry out or coordinate specific preventive maintenance activities on production equipment.

Ensure data integrity in ServiceMax for all managed assets.

### **Operational Support for Manufacturing Areas**

Act as the point of contact for equipment or component needs specific to each area, including coordination of capital expenditure (CAPEX) when required.

Manage the transfer of materials and components between buildings/areas by defining clear processes, responsibilities, and assessing logistical or equipment needs.

### **Optimization of Packaging and Handling Processes**

Lead the optimization of packaging processes for sub-assembly activities, including drafting technical specifications.

## **How do we imagine our future Production Support Officer?**

- **Education:**  
Master's degree (Engineer, Master in Industrial Engineering, Mechanical Engineering, Supply Chain, or equivalent).  
A Bachelor's degree (e.g., professional license or technical bachelor) may be considered with substantial hands-on experience in an industrial environment.
- **Experience:**  
5 to 8 years of experience managing equipment, tools, and consumables in a production environment (aerospace, automotive, pharmaceutical, or other regulated industrial sectors).  
Proven experience in regulatory compliance management and periodic inspections.  
Hands-on experience with preventive maintenance, asset management tools (e.g., ServiceMax or equivalents), and logistics processes.
- **Technical Skills:**  
Strong knowledge of PPE and tooling lifecycle management.  
Proficiency in calibration processes, preventive maintenance, and documentation tracking.  
Familiarity with quality and safety standards in industrial environments.  
Experience in process optimization (packaging, handling, logistics flows).
- **Languages & Tools:**  
Professional English (written and spoken) for international interactions.  
Proficient in asset management and ERP systems (e.g., SAP, ServiceMax).
- **Additional Competencies:**  
Ability to work effectively with multiple stakeholders (production, quality, maintenance, procurement).  
Rigor, organizational skills, and reliability in compliance tracking.  
Continuous improvement mindset and analytical skills (RCA, problem solving).  
Hands-on leadership and capability to train and support operational teams.



We attract top talent and empower them with the right environment to excel and drive collective success.

**Why should you join us?**

By joining Taleo, you'll become part of a **talented, international, and dynamic team**.

You'll benefit from **real career growth opportunities**, continuous learning, and the chance to build **long-lasting relationships** across borders and industries.

If you recognize yourself in this description and are ready to grow with a company that values ambition, collaboration, and excellence, let's connect.

**Share your CV and take the next step in your journey with Taleo**

