



**POSITION: COMPONENTS PRODUCTION SUPERVISOR**

**LOCATION: COMPONENTS SHIFT: Days**

**RATE OF PAY: SALARIED POSITION**

GENERAL SUMMARY: The Production Supervisor will manage the production floor. The Supervisor's responsibilities include, but are not limited to, keeping the work place clean and safe, overseeing quality control, assuring on-time delivery, managing production flow, reducing labor costs, training, employee coaching and corrective action process, and starting improvement projects.

ESSENTIAL JOB FUNCTIONS:

- Lead production teams in meeting their key performance indicators.
- Develop and maintain safe work practices, ensure production objectives are met within OSHA guidelines.
- Audit SPC to ensure all required quality checks are in spec and have been made and address all quality issues.
- Manage production flow throughout the mill and maintenance of staffing at optimum levels consistent with anticipated production levels.
- Manage and monitor inventory levels throughout the mill.
- Lead and participate in Kaizen and 5S events
- Communicate a forward looking growth environment (vision) which will embrace change as an on-going opportunity for continuous improvement and business growth.
- Administrative functions as needed, such as e-time and address corrective actions in an appropriate and timely manner, through accurate documentation, promote positive work environment and follow the States Industries Inc. Handbook guidelines.
- Develop and monitor the training of Standard Operating Processors. Develop cross training of co-workers to ensure a trained and flexible work force.
- Ensure that the proper preventative maintenance is conducted on all equipment every week.
- Assist on the production floor as needed.
- Become the "expert" in all areas of Components
- Support the team in achieving all Safety, Production and Quality goals.
- Perform other duties as assigned

NECESSARY SKILLS

- Demonstrated leadership and team building skills.
- Demonstrated ability and desire to search for "best processes" to improve production standards
- Ability to operate all equipment in the Components Department
- Good mechanical aptitude, support the set-up position.
- Computer skills as they relate to inventory control, MRP II, Blue Print Reading, BPCS, and MS
- Strong written and oral communication skills, with ability to plan and organize.

EDUCATION AND EXPERIENCE:

- Associate Degree, Technical Discipline, Bachelors Degree preferred or equivalent
- Minimum of two years manufacturing experience.
- Forklift license required.

WORKING CONDITIONS:

- Indoors- temperature controlled