

PAID HEALTH. LIFE, 401K MATCH, SICK, AND VACATION.

MAINTENANCE SUPERVISOR

RESPONSIBILITIES:

- Supervise maintenance team
- Maintenance planning and scheduling
- Equipment preventative maintenance
- Building maintenance
- Safety compliance
- Inventory and maintenance recording

QUALIFICATIONS:

- Experience in manufacturing environment
- Excellent leadership and communication
- Strong problem solving skills

REQUIREMENTS:

- Mechanical abilities with proficiency in using management software
- Strong leadership and interpersonal skills
- Organization and time management

SECOND SHIFT SUPERVISOR - MANUFACTURING

OVERVIEW:

As a Second Shift Supervisor in manufacturing, you will play a critical role in ensuring the smooth operation of production activities during the evening shift. You will be responsible for leading a team of manufacturing workers, overseeing production processes, maintaining quality standards, and promoting a culture of safety and efficiency.

RESPONSIBILITIES:

Supervise Production Team:

- Lead, mentor, and motivate a team of manufacturing workers during the second shift.
- Assign tasks and responsibilities to team members based on production schedules and priorities.
- Provide guidance and support to ensure team members perform their duties effectively.

Production Management:

- Oversee production activities to ensure adherence to production schedules and targets.
- Monitor production processes, identifying and resolving any issues that may arise.
- Implement strategies to optimize production efficiency and minimize downtime.

Quality Assurance:

- Ensure that products meet quality standards and specifications.
- Conduct regular inspections and quality checks to identify defects or deviations from quality standards.
- Collaborate with quality control personnel to address quality concerns and implement corrective actions.

Safety Compliance:

- Promote a culture of safety among production team members.
- Ensure compliance with safety regulations and protocols.
- Conduct safety inspections and audits to identify and mitigate hazards in the workplace.

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Training and Development:

- Provide training to new hires and existing team members on production processes, safety procedures, and quality standards.
- Identify training needs and opportunities for skills development within the team.
- Encourage continuous learning and improvement among team members.

Communication and Collaboration:

- Communicate effectively with other supervisors, managers, and support staff to coordinate activities and resolve issues.
- Collaborate with other departments, such as maintenance, logistics, and quality control, to ensure smooth operation of production processes.

Performance Monitoring and Reporting:

- Monitor production performance metrics, such as productivity, efficiency, and quality.
- Generate reports on production output, downtime, and quality performance.
- Analyze data to identify trends, areas for improvement, and opportunities to enhance operational efficiency.

REQUIREMENTS:

- Previous experience in a supervisory role in manufacturing or production environment.
- Strong leadership and interpersonal skills.
- Knowledge of manufacturing processes and production management principles.
- Familiarity with quality assurance and safety standards.
- Ability to work effectively in a fast-paced and dynamic environment.
- Excellent problem-solving and decision-making abilities.
- Proficiency in using manufacturing software and systems is a plus.