

Production Supervisor

Reports to: Sr. Operations Manager

Location: Koyker Mfg Division, Lennox, SD

**Hours: Monday – Thursday; 5:30 am – 4 pm
(flexible as needed to support business needs)**

POSITION SCOPE:

Supervise plant operations with overall responsibility for: plant safety, production, quality, and personnel management. Assist with resource planning, lean manufacturing, operational excellence, and materials management.

JOB DUTIES/RESPONSIBILITIES:

1. Achieve or exceed production objectives, including Safety, Quality, Delivery and Cost.
2. Manage manufacturing schedules based on sales requirements and plant capacity to maximize machine and labor utilization.
3. Provide direction, development, and leadership to production cell leads.
4. Provide high levels of integrity, enthusiasm, stability, resilience, and tenacity to promote future growth.
5. Track and control team member safety, attendance, productivity, and quality.
6. Control and minimize labor overtime, down time, and quality errors.
7. Develop and provide leadership, training, and continued education to all production staff.
8. Oversee shop floor organization and plant cleanliness.
9. Confer with department heads to ensure coordination of purchasing, production, and shipping.
10. Work with the Human Resources Department on the selection and training, discipline, and promotion of production cell leads and production staff
11. Write and conduct team member performance reviews and disciplinary actions for all production staff.
12. Any and all other duties as assigned.

PREFERRED QUALIFICATIONS AND EDUCATION:

1. Bachelors degree in related field or applicable work experience
2. 2+ years plant/general supervision experience in a manufacturing environment.
3. Knowledge of metal fabricating and/or manufacturing and assembly.
4. Knowledge of Safety practices and protocols
5. Proven experience in achieving and maintaining the efficiency and quality of a manufacturing facility.
6. Exceptional interpersonal skills and supervisory experience.
7. Computer skills: MS office, outlook, ERP systems such as Fourth Shift.