



GENERAL SUMMARY: The Plant Manager is responsible for the management of all operations including safety, quality, productivity, employee relations, training and development, coaching and corrective action, housekeeping, maintenance and budgets. Additionally on the customer side of the operation, the responsibilities include quality of the end products, corrective action process in the event of quality issues and the requirement to service the customer's product needs on a timely basis. The Plant Manager is responsible for all personnel, assets and the security of both on all shifts.

ESSENTIAL JOB FUNCTIONS:

- Lead production teams in meeting their key performance indicators.
- Hire, develop and monitor the training of Standard Operating Procedures. Develop cross training of co-workers to ensure a trained and flexible work force.
- Develop and maintain safe work practices, ensure production objectives are met within OSHA guidelines.
- Schedule the plant to achieve on time service to the customer.
- Manage Shop Floor Control processes, information and training. Ensure information is translated correctly in the MRP system.
- Maintain staffing at optimum levels consistent with anticipated production levels.
- Mentor employees and take corrective action in an appropriate and timely manner.
- Manage and monitor inventory levels throughout the operation consistent with required programmed customer service lead time requirements.
- Communicate a forward looking growth environment (vision) which will embrace change as an on-going opportunity for continuous improvement and business growth.
- Develop production systems and processes that can be transferred and implemented at additional facilities by using both internal and external support groups.
- Supervise equipment maintenance to ensure maximum up-time.
- Ensure a quality system is in place to meet customer specifications.

REQUIRED SKILLS:

- Demonstrated leadership and team building skills.
- Demonstrated ability and desire to search for "best processes" to improve production standards
- Computer skills as they relate to inventory control, MRP II, Blue Print Reading, and Statistical Process Control.
- Strong written and oral communication skills, bilingual English & Spanish preferred.

EDUCATION AND EXPERIENCE:

- Associate Degree, Technical Discipline, Bachelors Degree preferred.
- Minimum of two years manufacturing experience.