Job Description

Title: Production Team Lead
Reports to: Plant Manager
Department: Manufacturing
Salary: Commensurate with Experience
Shift: 1st, 2nd & 3rd

Supervise Assembly and Mechanical department activities within the facility with direction from the Plant Manager. Sets up standards of performance, measures progress, sets up and controls work flow and determine personnel needs based on production schedules and with the assistance of the Plant Manager.

Duties to include but not limited to:
• Direct and coordinate production, processing and distribution within the Assembly and Mechanical departments.
• Coordinates production activities within the facility to ensure the total manufacturing objectives are accomplished.
• Review processing schedules and production orders to make decisions concerning inventory requirements, staffing requirements, work procedures, and duty assignments.
• Review production or processing issues with the Plant Manager as needed.
• Works with Human Resources to hire, train, evaluate, and discharge staff, and resolve plant personnel grievances.
• Control and minimize labor overtime costs within departments.
• Prepare and maintain production reports for proper action and recording.
• Work with Plant Manager in setting and monitoring product standards, examining samples of raw products or directing testing during processing, to ensure finished products are of prescribed quality.
• Confer with group leaders to coordinate operations and activities within or between departments.
• Plan and establish work schedules, assignments, and production sequences to meet production goals.
• Assist in production tracking and quality control systems, analyzing production, quality control, maintenance, and other operational reports, to detect production problems.
• Recommend procedures for facility and equipment maintenance or modification, including the replacement of machines.
• Maintain preventative maintenance, environmental, health and safety programs.
• Demonstrate equipment operations and work and safety procedures to new employees, or assign employees to experienced workers for training.
• Observe work, and monitor gauges, dials, and other indicators to ensure that operators conform to production or processing standards.
• Provides direction, development and leadership to floor associates.
Technical Skills:

- Skills and knowledge within the metal working industry (aluminum is an advantage and experience in the rubber industry is an additional advantage, but not a "must have")
- Leadership skills and experience
- Basic skills in business economics and time and motion studies
- Bachelor’s degree or equivalent experience in Manufacturing, Engineering, Industrial Health and Safety or Metals Industry.
- Broad knowledge of OSHA and workplace health and safety programs
- Broad knowledge of quality systems including TS-16949, ISO and QS; continuous improvement, Kaizen, 5-S, lean manufacturing, KANBAN, TPS
- Solid understanding of TPS (Toyota Production System) or equivalent
- Must have firsthand knowledge of working with budgets
- Knowledge of ASN, EDI, Material Handling, inventory and logistics
- Complete understanding of the MS Office Suite including MS Project

Work Experience:

- Must have at least 3 years experience working in an automotive manufacturing environment as a Production Supervisor or Team Leader
- Must have at least 1 year working in a metals environment.

Authorization Level:

- Able to start or stop all productions of facility
- Able to discipline employees, hire and terminate employees with Human Resources support.
- Able to schedule necessary changes with production, logistics, materials, etc.

Send Resume to:

Email: HR@wkw-erbsloeh.com
Fax: (205) 338-4254
Mail: 103 Parkway East, Pell City, AL 35125
Please reference job code Production Team Lead in Subject of email

***No Phone Calls Accepted***
***Only Word (.doc or .docx) accepted -- NO Word Perfect (.wps)***