



# Production Supervisor

## Job Description

### Essential duties and responsibilities

- Overseeing the manufacturing processes and procedures in factory production operations, which may be in the areas of metal fabrication, welding and/or electrical assembly.
  - Evaluating each step of the production process to maintain optimum efficiency.
  - Enforcing all safety policies on the production floor.
  - Creating and overseeing employee training to increase production and ensure safe operations.
  - Inspecting products for quality and accuracy prior to shipping; must incorporate and maintain strong emphasis in quality during ASC's manufacturing process.
  - Participating and/or leading continuous improvement activities.
  - Maintaining communication between management and employees to ensure that necessary policies are understood and followed.
  - Supervising a group of production workers; use leadership skills to coach and counsel employees to maximize their success.
  - Ensuring that the flow of resources like raw materials is maintained and that production items are delivered as needed and used properly and efficiently.
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### Skills and Qualifications

- Ability to create and adhere to scheduled milestone dates.
  - Strong organizational skills.
  - Ability to stand for long periods on solid surfaces.
  - Ability to lift and carry 50 pounds.
  - Firm understanding of safety regulations including OSHA; OSHA 10 certification is a plus.
  - Ability to read a Material Safety Data Sheet (MSDS).
  - Ability to complete written reports legibly and accurately.
  - Strong leadership skills.
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### Education and Training requirements

- Degree or certificate from technical or vocational school preferred.
  - Certifications supporting training and education in related areas of our business.
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### Experience

- A minimum of 4 years of experience in a manufacturing plant.
- Previous experience in a supervisory role, with oversight of factory operations; must have proven ability to effectively coach and counsel employees.
- Manufacturing experience must include previous work with metal fabrication or welding.
- Experience participating and/or leading continuous improvement activities.

***Day Shift:*** Monday through Friday 8:00 – 4:30

***Night Shift:*** Monday through Thursday 5:00 pm – 3:30 am; 15% pay differential

***Both shifts have plenty of opportunity for regular, steady overtime.***