

Our **Production Supervisor** will oversee our daily production operations as well as staff. You will be the one to ensure that manufacturing remains a smooth and efficient process by monitoring employees and organizing the workflow.

In a fast-paced environment, the production supervisor is responsible for the daily operations of production. The person must be a competent employee able to comprehend the complexity of operations. The ideal candidate will be able to optimize day-to-day safe work activities while minimizing the costs and increasing quality and service.

The goal is to ensure that the production process will safely deliver products of maximum quality in a profitable manner on time so the business can increase customer satisfaction and achieve sustainable growth.

### Responsibilities

- Demonstrate the Metal Fab Engineering Pillars (Values) in all behaviors and actions
- Demonstrate positive leadership
- Support and work toward the Metal Fab Engineering company vision and meet the manufacturing mission every day
- Responsible for meeting company performance objectives
- Lead and manage staff and Supervisors from different departments and provide constructive feedback
- Liaise with superiors to make decisions for operational activities and set strategic goals
- Serve as the safety coordinator and manage the safety program
- Apply lean thinking to create performance and continuous improvement.
- Organize workflow by assigning responsibilities, preparing schedules, outlining duties, and visually managing “Flow” of materials
- Identify anomalies of performance and apply PDCA problem solving to correct.
- Monitor the work of employees, provide feedback and perform coaching or counseling
- Ensure the safe use of equipment and schedule regular maintenance
- Ensure production output is checked according to quality control standard work.
- Prepare and submit reports on individual and overall performance
- Revise procedures, identify issues in efficiency, suggest ways of improvement, and implement improvements.
- Assist in the recruitment of new employees
- Ensure new employees are trained on how to safely use machinery and accurately follow procedures
- Create environment where associates are responsible for identification and assist in elimination of lean manufacturing waste and other problems
- Enforce strict safety guidelines and company standards
- Act as a leader for the entire company and assist in assuring the Metal Fab Pillars are instilled and present at all times
- Complete all work in a timely manner by agreed on due dates and timelines.
- Perform other duties as required.

## Job Requirements

- Must be able to work in a team environment.
- Ability to make and read measurements.
- Ability to read, understand and carry out written instructions.
- Ability to understand verbal instructions.
- Standing up to 100% of the entire time.
- Lifting up to 50 lbs occasionally, 35 lbs. frequently.
- Continuous eye concentration
- Ability to work a flexible schedule based on business needs.
- Experienced with MS Office, internet use, and ERP systems.

## Desired Skills & Experience:

Prior experience in a manufacturing or factory environment required. Prior leadership experience required. Preferred experience applying Lean thinking, Lean manufacturing, EOS, or Six Sigma. We are looking for someone who will value and encourage our culture during a time of growth and is energetic about hands on work with our team.

## Equal Employment Opportunity:

Metal Fab Engineering, Inc. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Metal Fab Engineering, Inc. complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities.

This is a salaried, exempt position.