



JOB DESCRIPTION

Job Title: Plant Manager

Exemption Status: Exempt

Department: Operations

Job Specifications:

EDUCATION	4 Year Degree, preferred
JOB RELATED EXPERIENCE	5-7 Years
SUPERVISION GIVEN	4 F.T.E.
SUPERVISION RECEIVED	Chief Executive Officer

Job Summary: The Plant Manager directs and manages all plant operations with overall responsibilities for production, shipping/receiving, and other production-related activities.

Leadership Values

- Partnerships – Use a variety of approaches to manage and resolve concerns, disagreements, and conflicts.
- Honesty/Integrity – Do what you say you are going to do.
- Family Values – Be committed to other employees and work with challenges your employees face at work and at home. Demonstrate a genuine sense of community and togetherness.
- Flexibility – Take initiative to overcome obstacles for your team and adjust hours to meet demand.
- Teamwork – Attain company goals and objectives through teamwork, respect, and cooperation between all individuals.
- Communication – Share individual experiences and knowledge to help others, as well as being willing to be taught. Foster partnerships internally, and with suppliers and customers.

Job Duties and Responsibilities include the following:

1. Directly supervise four (4) or more employees and indirectly manage their direct reports
2. Direct and manage plant operations including advanced manufacturing, manual manufacturing, weld and shipping/receiving.
3. Coordinate plant activities through planning with departmental supervisors to ensure the total manufacturing objectives are accomplished in a timely and cost-effective manner.
4. Responsible for production scorecard to monitor plant performance and using ERP system for analyzing underperforming parts and work center, machine and employee efficiencies and throughput
5. Control and minimize labor overtime, expedited freight, and plant commodity items.
6. Participate in and encourage employee involvement to generate suggestions for improvement, ensure effective cross training, ensure a safe work environment, and overall positive morale
7. Assist in interviewing, hiring, and training new direct reports
8. Develop/maintain employee training, making certain that;
 - i. employee development plans exist (cross training)
 - ii. training is conducted in a timely manner
 - iii. employees do their jobs according to the expectations and processes established
9. Work with sales and scheduling to ensure adequate resources to meet;
 - i. customer demand by work content
 - ii. plans to meet customer demand
 - iii. required staffing levels
10. Develop/maintain/review/coach;
 - i. safety system utilization and improvement plans
 - ii. human resources system utilization and employee development plans
 - iii. capacity utilization and improvement plans (including scheduling)
 - iv. Global Shop Solutions system utilization and improvement plans
 - v. 5S and visual management improvements
11. Analyze various production parts based on the following:
 - a. To rework or scrap

- b. Use robot or hand weld
 - c. Use turret or laser
12. Other duties may be assigned that pertain to the classification.

Knowledge & Experience:

Leadership
Communication Proficiency
Decision Making
Problem Solving/Analysis
Business Acumen

This position requires above average verbal and written communication skills. Must be able to direct and lead people. Should have a strong mechanical background, be goal-oriented with ability to (a) understand company objectives and (b) create improvement plans with metrics that align with direction of LII.

Supervisory Responsibility:

This position manages all employees of the department and is responsible for the performance management and hiring of the employees within that department.

Typical Working Environment: This position works approximately 60% of the time in the production environment and 40% in an office environment. Travel may be required occasionally for reasons such as visits to customer locations or training seminars.