



TITLE: Plant Manager

DEPARTMENT: Manufacturing

REPORTS TO: Director of Manufacturing

General responsibilities:

Lead all aspects of plant operations and personnel across multiple shifts ensuring safety, quality, and production needs are met in a high paced manufacturing environment. Collaborate with key support department personnel including Health and Safety, Materials, Engineering, Product Development, IT, Scheduling and HR to ensure all critical production metrics are met including safety, quality, on-time delivery, inventory accuracy, and schedule adherence.

Specific Duties:

- In partnership Health and Safety Engineer, develop and drive the safety culture as well as actively participate in the Corporate Safety Team. Develop a factory focused safety culture and enforce safety procedures, conduct safety meetings, and resolve safety issues with corrective actions and preventative solutions
- Demonstrate strong leadership through effective communication and active employee engagement creating a positive employee environment
- Lead a variety of teams including projects, community outreach, and employee focused initiatives
- Utilize lean principles and techniques to drive continuous improvement across plant operations. Develop an improvement focused environment that engages all employees. Manage strategic relationships with customers and suppliers to drive continuous improvement in the supply chain
- Effectively lead problem solving efforts focused on identifying root cause and establishing appropriate corrective and preventative actions
- Partner with internal customers and suppliers to drive process improvement for the ERP/MRP production scheduling systems to ensure on-time delivery of product to customers. Leverage manufacturing knowledge to develop work flow, improve factory layout, and drive process improvements in cycle time, throughput, on-time delivery, and order accuracy
- Develop and implement cost effective systems to ensure that financial and production goals are met. Develop operating budget and monitor performance to ensure compliance and control costs. Manage capital expense budget process
- Lead a team of supervisors across a multi-shift production operation. Provide coaching and mentoring for on-going supervisor development. Hire, train, and complete year round performance evaluations and feedback
- Partner with Human Resources Business Partner to ensure consistent application of company policies and procedures as well as employee coaching and discipline. Coach Supervisors in administering employee discipline and performance policies and procedures in a fair and consistent manner
- Hire, train, and evaluate staff of Group Leaders and factory personnel. Develop proposals to respond to changes in capacity requirements including headcount, capital investments, and other activities to meet production demand
- Design, implement, and sustain effective preventive maintenance programs for production equipment and the facility



- Schedule labor hours, overtime, and equipment usage and make necessary adjustments to reduce expenses, maximize profit, and meet customer expectations
- Provide input for strategic planning, business development, and general company direction
- Drive consistency across other plant operations to ensure standardization in people and operational practices
- Drive consistent inventory accuracy, ensuring proper controls are in place and procedures followed
- Understand, follow, and enforce all regulatory guidelines and rules

Minimum Requirements:

- Bachelor's Degree in Manufacturing, Business, or Engineering with a minimum of five years of experience in manufacturing management
- Second-level management with demonstrated results managing work through others
- Proven experience leading Lean manufacturing methods and process improvement programs
- Excellent communication, leadership, and interpersonal skills
- Strong attention to detail and solid analytical skills
- Ability to build strong positive relationships with vendors, customers, and production team members
- Ability to communicate in English
- Proficiency in Microsoft Office Suite and other computer programs as needed
- Ability to move around factory work stations
- Ability to lift 50 pounds
- Ability to travel domestically as needed, <10%

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