



JOB OPPORTUNITY

POSTING DATE: June 13, 2006
DEPARTMENT: Operations
JOB TITLE: Production Manager
HOURS: 1st Shift, Monday-Friday
REPORTS TO: Operations Manager

Oversee management of assigned areas of operations to produce products and/or services and manage activities so that approved products are assembled and/or tested on-schedule and within quality standards and cost objectives.

DUTIES & RESPONSIBILITIES:

- Areas of responsibility include, but are not limited to, the following items for which key performance indicators shall be established and closely monitored/improved.
Production: capacity planning, cycle times, productivity improvement, on-time delivery, lead time reduction, production to plan, quality of product, continuous improvement, cost-reduction, lean implementation.
- Assist in the development of the Operations plan and establish procedures for maintaining high standards of operations to ensure that products conform to established customer and company quality standards.
- Formulate and recommend operations policies and programs that guide the organization in maintaining and improving its competitive position and the profitability of the operation
- Identify, recommend, and implement changes to improve productivity and reduce costs. Manage the establishment, implementation, and maintenance of production standards.
- Manage and implement inventory control and management processes consistent with company policies and objectives.
- Manage and implement process control and preventative maintenance systems to ensure high and predictable levels of throughput.
- Lead or participate in quality and efficiency improvement programs including Lean and Six Sigma.
- Provide leadership in the design and implementation of information systems designed to support customers and operations.
- Conduct regular reviews of controls, processes, and results. Provide reports to senior management as requested.
- Responsible for all team staff, including professional development and performance reviews.
- Comply with all applicable PDSi quality system requirements.

Qualifications:

Minimum of a Bachelors degree in Mechanical or Manufacturing Engineering or Business Administration. Minimum of 3 years experience in a manufacturing environment in a leadership role. Past experience in dealing directly with a customer base is a plus. Must possess outstanding leadership and administrative skills coupled with sound business sense and judgment. Must also have strong project management skills and be able to motivate, communicate with, and gain results from a broad spectrum of personnel.

- Background in development of Lean/Six Sigma culture is preferred.
- APICS Certification preferred.