

Team Leader

Position Summary:

This position is responsible for leading manufacturing cell production on a day to day basis. These responsibilities include improving safety, quality, productivity, efficiency, measuring progress, and reporting results.

Responsibilities:

Leadership

- Provide effective leadership, identifying critical skills required for team success and offering opportunity for growth.
- Promoting teamwork, communication goals and providing feedback on progress.
- Enforces company policy and ensures procedures in place result in action.

Technical

- Troubleshooting to resolve electrical faults and problem solving assembly functionality.
- Joint development of inspection/test equipment; i.e. input, brainstorming, new ideas, efficiency.
- Support document updates as needed to new product lines; monitor and validate Bill of Materials and other paperwork including work instructions.
- Mentor team members in technical and quality standards.

Safety

- Assesses work behaviors and work environment to ensure safe working conditions.
- Increases safety awareness, supports and implements safety projects.
- Minimizes hazardous wastes from processes, continually seeking alternatives.

Quality

- Support technical guidance for staff, ensuring competency in all aspects of assembly.
- Product verification systems in place throughout build process.
- Understands preventative and corrective actions and implements in a timely fashion.

Operations / Organization

- Manage scheduling to ensure uniform product flow, delivery on time while adjusting within a fast pace environment of change.
- Understanding of Continuous Improvement principles in effort to improve safety, quality, efficiency, utilization, scrap reduction, and cost savings.
- Monitor inventory and assist with problem solving as necessary.

Education/Training:

- Technical Degree or minimum 3 yrs. experience in related field.
- Experience in a leadership role.
- Lean Manufacturing training and/or experience preferred.

Knowledge/Skills/Abilities:

- Computer skills
- Provide professionalism, a supporting role model
- Requires a self-starter, capable of multi-tasking.
- Communicate at a professional level both verbally and written.
- Ability to read blueprints and electrical schematics.
- Flexible and can quickly adjust to change

Travel Requirements:

- Minimal

Physical Requirements:

- Be able to lift at least 25 lbs. and up to 50 lbs. for short periods
- Sit, stand, and bend throughout the work day

Materials and Equipment Utilized:

- Hand and power tools (pliers, screwdrivers, drills , tape measures, etc)
- Loomers
- Computers, printers, etc.
- PPE (safety glasses, gloves, and ear plugs as needed)

Working Environment:

- 95% Manufacturing: clean, low to moderate noise, safety glasses required and other personal protective equipment (PPE) where applicable.
- 5% - Customer sites: inspection of quality issues of installed or warehoused assemblies