



Job Description

Job Title: 1st Shift Production Supervisor - Winooski
Department: Production
Reports To: Plant Manager
FLSA Status: Salary, Exempt
Revision Date: April 2018

Summary

This hands-on role assists in scheduling staff daily, monitoring product quality and keeping assigned line(s) running efficiently, while meeting run rates and product specifications. Must be able to multitask, work well under pressure and provide direction to others respectfully, while helping to overcome obstacles and help the team grow and develop. Open-mindedness, creativity, and ability to lead an incredibly diverse team are crucial for this role, as we are an artisan manufacturing company that requires quick thinking and willingness to shift directions regularly while maintaining positive energy and enthusiasm.

Essential Duties and Responsibilities

- Coordinate daily operational activity of specific production area, running anywhere from a department on the production floor to an entire shift (up to 60-70 employees).
- Creatively seek ways to improve performance with deliberate focus towards functional skills, effective communication, and a growth mindset for oneself and the members of their team.
- Highlight and document strengths and weaknesses of the team, and work with the People Center and the Plant Manager to determine opportunities for advancement or what appropriate disciplinary actions need to be taken when required.
- Support ongoing and generate new growth opportunities relative to safety, quality, productivity, delivery, cost, or any other number of areas where you are able to outline growth potential.
- Develop self and others by increasing knowledge and removing barriers to contribution.
- Empower and train associates directly involved in each function, specifically Senior Production Operators (Batch Makers/Process Techs), Production Leads, and Production Operators, while having a functional understanding and ability at each position.
- Employ an objective, agile approach to every scenario to accommodate unique and dynamic circumstances resulting in sustainable success.
- Support and help implement continuous process improvements.
- Support and adhere to Twincraft's values and credo.
- Perform other duties as assigned.

Education and Experience

INNOVATION makes us different

Associates degree or one to three years of experience in manufacturing. The right candidate will also have experience supervising numerous employees in a diverse, fast-paced environment.

Personal Characteristics

- Ability to lead, guide, understand, and train a cohesive, diverse team
- Calm and effective under pressure
- Detail oriented and organized
- Strong interpersonal skills
- Open-mindedness towards constantly shifting demands
- Confident decisiveness coupled with flexibility