

Golston Product Solutions

Job Title: Production Manager
Department: Production
Reports To: General Manager
FLSA Status: Salary - Exempt

SUMMARY

Provide leadership, vision and strategy for plant operations and maintenance to achieve and maintain the highest standards of quality, customer satisfaction, delivery, service and manufacturing capability at competitive costs. Direct and coordinate activities by performing the following duties personally or through subordinate supervisors.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Implements and maintains the effectiveness of the quality system. Prepares operational schedules and coordinates manufacturing activities to ensure the quality and production of products to meet specifications.

Assure compliance to all procedures and policies concerning quality, regulatory, safety, and human resources. Develops or revises standard operational and working practices and observes workers to ensure compliance with standards.

Develop the annual operations and maintenance budget as part of the annual budgeting cycle. Reviews production and operating reports and resolves operational, manufacturing, and maintenance problems to ensure minimum costs and prevent operational delays. Initiates and implement actions to maximize profits by containing expenses through improving operating efficiencies and cost reduction.

Recruit, train, develop, reward, and recognize personnel to achieve targeted strategies and goals. Creates the appropriate organizational structure to reflect and achieve current / planned goals and objectives. Mentors direct staff. Conducts performance reviews, develops growth plans, assign projects to direct staff.

Ensures performance, quality, cost, schedule, profit and customer satisfaction targets are achieved with risks identified, mitigated and opportunities exercised.

Manage proper scheduling and purchasing activities to maintain proper inventory levels and meet company objectives.

Initiate lean concepts to enhance operations to run more efficiently and remove unnecessary labor from processes.

Enhance the assembly operation to run in a more efficient manner and ensure labor is being used to the highest level for value added operations. Automate routine processes when possible.

New program development to include quoting of all injection molded parts to be produced and customer interaction to obtain needed information for program and convey company abilities to achieve customer goals. Coordination of tooling included when necessary.

Actively support new product launches, production and engineering improvements.

Solves problems with current products and provides research and development to improve products. Develops new product concepts and brings those new concepts into production on current and new product lines.

Assure timely and accurate communication to and from all levels of the organization. Establishes systems to enhance intra and inter department communication.

Primary Work Hours: 7am – 4pm Monday – Friday, Must be flexible to cover responsibility for 7 day, 24 hour operation when necessary.

Education / Experience: Bachelors degree and 3 – 5 years related experience, or equivalent combination.

