

Operations Leader I

Job Code: L028

Band: 4

Hiring Mgr: Fred Ramquist

Job Expectations:

In addition to Leadership Accountabilities Expectations by Job Level, this position is responsible to:

- Ensure a safe, clean and environmentally compliant work environment and build a culture where safety is a first priority; train and develop employees to safely perform their job
- Live the values and vision of the Company; establish an engaged workforce characterized by mutual trust, open communications, teamwork, and recognition
- Lead a lean culture environment through six sigma processes
- Effectively communicate to all levels of management and all hourly employees
- Assign and coordinate the work in a manufacturing department to include supervising first line leaders, production leaders, and analyze productivity reports
- Prepares budgets relative to capital expenditures, manpower, production, and space forecasting
- Facilitate process improvements through people deployment, productivity enhancements, high performance work teams and being a model for change
- Ensure operational procedures are followed to product specifications and quality metrics are met to meet customers' needs
- Facilitate a culture to maintain, improve and/or develop customer relationships
- Develop and lead strategic business plans; accountable for delivering plant performance metrics
- Utilizes data driven decision-making processes
- Drive alignment between plant departments
- Set clear and measurable expectations of performance and review commitments to ensure goals are achieved; complete first line leader performance appraisals and execute growth and development
- Monitor and enforce plant policies in a consistent manner to ensure a positive labor environment
- Maintain documentation, track, counsel and execute coaching and corrective action when performance issues occur
- Actively lead work teams and committees to increase plant performance and continuous improvement initiatives

Job Level: Manager

Competencies: Competes on Analytics, Creativity, Customer Driven, Operational Planning, All About Talent, Inspiration, Performance Management, Self-Knowledge

FLSA Status: Exempt

Essential Functions:

- Regular attendance at the facility
- Critical thinking and problem solving-the ability to weigh various alternatives and utilize sound business judgment when making recommendations and decisions
- Communication-the ability to communicate clearly and authoritatively both orally and in writing (in English)
- Learn-The ability to learn and apply a wide array of business, manufacturing, mechanical concepts, product specification information as well as regulatory and policy requirements
- Confidentiality-the ability to maintain sensitive information of all types in confidence
- Performance management-the ability to lead and motivate peers, upper managers and subordinates
- Computer skills- the ability to utilize OC systems and the software necessary for this role

Experience/Performance Criteria:

- Demonstration of safety leadership which results in zero injury performance
- Leading High Operating Efficiency organizations > 95%
- Leading Low Scrap producing organizations < 4%
- Building high performing teams
- Creating employee engagement which yield high measured results
- Successfully leading a diverse workforce