



JOB DESCRIPTION

Job Title: Operations Manager
Department: Operations
Reports To: Plant Manager
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The information on this job description indicates only the general nature and level of work performed by personnel assigned to this job. It is not intended to be an exhaustive list of all responsibilities, duties and qualifications required of personnel so classified. Minor changes in work assignment will not necessitate revision of this document.

General Function:

The Plant Operations Manager has accountability for the overall manufacturing organization, manufacturing support, process improvement, quality, and direct P&L. Responsible for efficiency, quality and operational improvement programs with accountability for safety, productivity, cost, headcount planning and support of strategic initiatives and projects.

Essential Responsibilities & Duties:

- Develop and drive continuous improvement initiatives in safety, quality, productivity, inventory, supply chain, leadership etc.
- Plan, develop and implement operational policies to ensure the organization operates at peak productivity and profitability.
- Manage plans and changes in operations based on sales volume
- Ensures accurate completion of monthly operations reports, KPI's and works with plant manager and finance to evaluate against objectives, operating costs and project management status. Makes adjustments in plans based on variances.
- Maintains a commitment to the company vision through exemplary leadership style and structured performance management
- Frequently communicates with direct reports and management counterparts, using a forthright, supportive approach
- Evaluate, manage and motivate all direct reports with a strong emphasis on planning, organization, preparation, follow-up and internal communication.

- Support a lean, high-performance culture that rewards overachievement and encourages continuous improvement at all levels of the organization.
- Communicate clearly and directly with employees concerning performance expectations, productivity, and accountability.
- Key focus on safety, equipment allocation/utilization and people development

Direct Reports:

Manufacturing Supervisors

Qualifications and Competencies:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, behaviors and or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 5 to 8 years of experience in manufacturing; experience in metal fabrication, stamping, heavy truck, construction equipment and/or military industry experience preferred.
- Bachelor's Degree in Business, Engineering or related field
- Proficient with MS Office: Word, Excel, PowerPoint, Access
- Results oriented leadership style with a focus on continuous improvement and execution
- Strong decision making and problem solving skills, with an emphasis on innovative and creative solutions that result in higher profitability.
- Operates with high integrity; builds trust, quickly wins and sustains credibility in relationship with others
- Ability to communicate professionally with people at all levels of the organization and external contacts; Professionally assertive
- Proven experience in building, developing and mentoring a strong team