

Plant Manager

Reports to: President

Objective: To develop and lead a team which produces quality faucets while meeting cost, quality, productivity, quantity goals and achieving a high level of customer satisfaction.

Areas of Responsibility:

I. Team Management and Leadership

- A. Continuously educate and train department team members to ensure they are capable of performing all aspects of their position.
- B. Conduct quarterly Growth Reviews on department employees and develop internal or external training opportunities for any identified areas of potential improvement.
- C. Handle any employee relations and disciplinary issues as needed.
- D. Effectively delegate problem solving and decision making authority to the appropriate department team members and follow-up to ensure satisfactory outcomes are achieved.
- E. Strive to achieve a high level of job satisfaction for all team members and create a motivational environment for each employee.
- F. Continuously monitor the appropriate level of staffing for the department based upon projected growth levels and identify and recommend hiring decisions.
- G. Maintain low levels of employee turnover in all positions.
- H. Recruit, select and manage suppliers.
- I. Provide leadership to operations team members and other company employees by modeling the company values, vision and operating principles.
- J. Serve as a leadership role model by anticipating and dealing with problems or recurring issues in an ongoing effort to eliminate crisis management.

II. Strategic/Financial Management

- A. Assist the company in the continuous pursuit of innovative principles and processes (best practices) which will enhance operations.
- B. Study and teach the best practices identified by the company and implement them in all phases of company operations.
- C. Continually evaluate the effectiveness of operating policies and procedures and make recommendations regarding any necessary improvements.
- D. Research new products and materials and make recommendations for their incorporation.
- E. Take a proactive role in assisting in the development of the annual company business plan, including the preparation of detailed budgets and schedules.

III. Operations Management

- A. Establish and implement standard operating procedures for all primary production departments, safety and machine shop/warehouse rules/regulations.
- B. Oversee all primary floor operations and ensure desired results are achieved.
- C. Produce monthly management reports, attend meetings and present critical issues and variances from approved budgets, schedules and operating standards along with recommendations for improvement.
- D. Ensure site is continuously maintained in a clean and safe manner and in accordance with company standards.
- E. Develop and sustain relationships with suppliers who are committed to reducing costs and increasing quality of service.
- F. Ensure that employees are properly trained in company standards, policies and procedures.
- G. Solicit feedback and provide employee support in handling supplier conflicts and in resolving issues.
- H. As necessary, assist in the resolution of any customer problems or concerns.
- I. Solicit feedback from suppliers on areas for improvement and ways to strengthen relationships.
- J. Deliver faucets which meet or exceed the established standards for budget, quality, schedule and customer satisfaction.
- K. Establish and enforce all warranty guidelines.
- L. Ensure product working drawings and archives are maintained with consistency and accuracy.
- M. Ensure weekly meetings are conducted between engineering, planning, production, purchasing, sales and customer service to enhance teamwork and communication and to facilitate the achievement of company objectives.

Skills and Qualifications:

- 10+ years progressively responsible experience with machine shop, assembly, parts finishing, quality control and supervision.
- Demonstrates knowledge and progressively responsible experience in vertically integrated manufacturing facility with machining assets.
- A Bachelor's degree in Operations Management, Business Administration, Industrial Technology or Industrial Engineering, or a related area.
- A complete understanding of how activities impact profits and losses in manufacturing along with strong analytical skills and the ability to focus on issues which may adversely impact financial results.
- Strong organizational skills, people skills, management abilities and strategic planning skills.
- Ability to work effectively with the pressures of meeting budgets.
- Ability to identify and resolve issues, establish priorities and achieve desired outcomes.
- Strong oral and written communication skills.
- High computer literacy.
- Business Literacy.
- Strong analytical skills.
- Bilingual (Spanish) a plus.
- Must be detail-oriented, able to multi-task and possess a high level of organizational skills.

Conditions: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of this job, the employee is regularly frequently required to sit, stand, talk, and hear; use hands to finger, handle, feel, and grasp. The employee is occasionally required to bending, kneeling, crawling, and reaching above and below shoulder level. The employee must occasionally lift and/or move up to 25 lbs.

Work Environment: The work environment described here is representative of what an employee may encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The work environment is typical for a manufacturing environment with occasional visits to laboratory and office areas. Work in manufacturing areas may require the use of personal protective equipment including but not limited to safety goggles, hearing protection, gloves, respirators, protective clothing and protective footwear.

The noise level in the work environment is usually moderate.

Background check and drug screening are required.