



Production Manager 1

Job summary

The [Production Manager](https://100hires.com/production-manager-job-description.html) is accountable for achieving established corporate division goals; including division profitability, product quality and accuracy, staff productivity, scheduling efficiencies, and the oversight of equipment and system performance and downtime. Identify the current and projected future state of division. Identify growth opportunities; both financially and operationally.

Responsibilities

Continuous development, analysis, and utilization of established departmental performance data programs to achieve departmental goals. Including future needs and capabilities. Ability to understand, implement and analyze SPC (Statistical Process Control) practices, to add validation to all aspects of the operation.

Continuous analysis of current production processes and procedures, proposals for improvements, implementation, and follow-through of agreed-upon changes.

Holding weekly meetings with Supervisors and key staff.

Performing periodic reviews and development opportunities relating to Supervisors and key personnel.

Assisting subordinates with reviews and disciplinary matters as needed.

Adherence and enforcement of all Corporate Safety policies and procedures

Ability to own, lead and develop overall division, its staff, and its activities.

Assure process team: 100% adherence to all recipe designs and/or procedures; no deviations.

Assure process team: 100% adherence to all company GMPs (Good Manufacturing Practices) and SOPs (Standard Operating Procedures); no deviations.

Understand the implications of departmental “downtime” and inefficient processing.

Understand how to react to such matters, to minimize downtime incurred.

Contribute to a proactive approach to address and eliminate future downtime obstructions.

Teach ownership and reactions to “downtime” to your staff

Accountable to ensure that all responsibilities of Supervisors and key personnel are accomplished on a shift-to-shift and project-to-project basis.

Requirements

Must have at least 2 years of supervisory experience or equivalent combination of education/work experience required

Must have excellent communication skills, strong computer skills, be self-motivated, safety conscious, detail-oriented, able to multi-task, ambitious, and have a leader and coaching mentality.

Manufacturing experience preferred.



Qualifications Education Required Associates or better.

Preferred High School or better.

Must have at least 3 years of manufacturing experience

Production Manager 2

Job summary

This position will deal with work instructions, standard work, and inspection documentation, production reporting paperwork, non-conforming material forms, work orders, BOMs, production entry, and all ISO/TS documentation that applies to their job classification.

Responsibilities

Achieve departmental goals - scrap, build performance, PPH, delivery, etc.

Assist in Assigning staffing to meet departmental goals and support production.

Perform root cause analysis of production issues and obtain corrective actions utilizing the appropriate support staff.

Provide daily communication with production staff regarding performance, areas for improvement, company news/updates, etc.

Ensures parts are produced to appropriate quality level and ensures the suspect product is contained and corrective actions and root cause analysis are underway

Accurately completes all production documentation and data entry in a timely manner.

Hold employees accountable for their job duties in a fair, consistent, and professional manner. Suggest/recommend disciplinary action and assist with deployment when needed

Assist with training employees on all aspects of their job and assist with creating training programs.

Act as backup for other supervisors when absent.

Promotes team building and team environment.

Requirements

BS in Engineering / Manufacturing Operations

Continuous improvement/leading or participating in team

Production Manager 3

Job summary

The [Production Manager](https://100hires.com/production-manager-job-description.html) supervises the operations of a specific production department within the facility. When absent, the [Production Manager](https://100hires.com/production-manager-job-description.html)



<https://100hires.com/team-leader-job-description.html>>Team Leader Production will assume the necessary operational and administrative duties.

Responsibilities

Accountable for managing plant production activities across multiple shifts and/or departments to produce products that meet established quality, customer service, safety, innovation, and cost metrics consistent with schedules and policies. Implements standard work and maintains improvement through sustaining behaviors, operating with discipline and rigor, and implementing autonomous maintenance.

Oversees the production of quality products to fulfill customer requirements.

Controls and effectively utilizes the production capacity, manpower and equipment, and outside resources through planning, organizing and scheduling to minimize losses; works within the framework of the budget to optimize company profitability.

Safely and accurately perform all duties as required for this position to ensure the safety and quality of our products.

Notify supervision of any repairs or adjustments that are required.

Understand, observe, and comply with the handling and usage of the color-coded container policy while in the Production Areas.

Perform all duties necessary to meet Company, Customer, and/or Government requirements/standards as prioritized by the Company.

Controls further processing or delivery of nonconforming products in terms of Food Safety and Quality issues until the deficiency or unsatisfactory condition has been corrected.

All other duties as assigned.

Requirements

Bachelor's degree preferred

5 years related experience

Must be able to perform the essential functions of the job with or without reasonable accommodation.

Must be able to perform the following: standing, climbing, pulling, pushing, carrying, grasping, reaching, twisting, turning, and stooping.

Ability to walk and/or stand for extended periods of time.

Good physical condition with the ability to lift up to 50 lbs frequently.

Good hand/eye coordination, motor skills, 20/20 corrected vision and hearing within the normal range.

Production Manager 4



Job summary

The [Production Manager](https://100hires.com/production-manager-job-description.html) leads and develops the people and processes associated with multiple manufacturing areas or value streams. Develops and ensures the achievement of manufacturing goals related to Quality, Cost, Delivery, Safety, and Morale. Builds and refines processes to ensure overall manufacturing system excellence.

Responsibilities

- Develop and lead shop supervisors through active coaching
- Develop training programs for cross-training of manufacturing personnel and leadership
- Actively engages with employees on the production floor on a regular basis
- Facilitate communication and develop a shared vision within the team
- Proactively develop and maintain collaborative working relationships with and between all departments
- Proposes & assists in capacity planning, hiring, and training methods for production staff
- Use data and root cause analysis to improve part quality
- Establish production targets and metrics
- Develop tools, processes, and communication channels to ensure on time delivery
- Participate in new product development teams to support the delivery of new products on schedule
- Develop and ensure production follows appropriate workflow and methods
- Establish and implement lean manufacturing initiatives that achieve improved business results
- Take a process view towards problem solving and improvements
- Assist with the planning and directing of equipment and production cell layout
- Effectively manage costs and identify opportunities for increased efficiencies
- Promote health and safety initiatives to improve employee welfare
- Have an understanding of the broader business and make decisions that benefit the organization
- Ensure success of factory execution to short term objectives and build capability for greater future success

Requirements

- Bachelor's degree or equivalent experience
- 5 years previous leadership
- 10 years experience in manufacturing environment
- High level of emotional intelligence
- Wide degree of creativity

Production Manager 5



Job summary

The ideal [Production Manager](https://100hires.com/production-manager-job-description.html) will own the entire production process. The [Production Manager](https://100hires.com/production-manager-job-description.html) will strategize with other internal teams to ensure operational excellence. He will also run quality assessments to ensure customer satisfaction.

Responsibilities

- Manage and evaluate the entire production process
- Schedule jobs for production through distribution
- Contribute to production planning and budgeting
- Lead and monitor quality assessments to ensure customer satisfaction
- Maintain a safe production environment
- Coordinate with key internal and external production stakeholders

Requirements

- Bachelor's degree or equivalent experience
- 5+ years of production experience
- Strong organizational and managerial skills

Production Manager 6

Job summary

The [Production Manager](https://100hires.com/production-manager-job-description.html) manages and coordinates all production activities, operations, and staff to ensure conformance to established procedures; implements practices that maximize production efforts to improve the overall effectiveness and financial performance of the production function.

Responsibilities

- Reviews analyzes, modifies, and implements efficient and effective department processes, policies, and procedures.
- Interfaces with QA Dept. to ensure the highest degree of final quality and develop new and better quality methods.
- Develops and communicates goals and key initiatives to improve plant performance and success.
- Maintains knowledge of the skills of the labor force to manage in times of employee absence or unexpected peak demands.
- Ensures all safety rules and regulations are followed; investigates accidents in a timely, accurate, and complete manner.
- Monitors department budget; manages expenses within approved budget constraints.



Identifies, documents, and implements opportunities for continuous improvement.

Hires, trains, supervises, motivates, and develops production staff; manages schedules and workflow.

Provides day-to-day guidance and oversight of subordinates; actively works to promote and recognize performance.

Keeps up to date on the overall activities of the team, identifying problem areas and taking corrective actions.

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

Requirements

Bachelor's degree in (related area) and related experience is preferred.

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers and employees of the organization.

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

To perform this job successfully, an individual should have knowledge of word processing software; spreadsheet software; accounting software; internet software, and contact management systems.

Production Manager 7

Job summary

Our Company is seeking a Production Manager. As the Production Manager, you will manage production for assigned client projects, independently and effectively, from art release to delivery. The [production manager](https://100hires.com/production-manager-job-description.html) will act as a liaison between internal departments and suppliers. You will need to possess proficient communication skills and will need to establish strong working relationships to function in a team environment.

Responsibilities

With mentoring from experienced team members, this individual will interpret and compose job orders for data processing, mailing, and print purchasing based on project needs/output. The [Production Manager](https://100hires.com/production-manager-job-description.html) exhibits proficiency in all tasks and responsibilities.

This individual will interact daily with various internal departments and suppliers for scheduling, quality control, and monitoring of projects. This individual will also ensure project needs are met profitably through budget planning and review with a senior department member.



This individual communicates effectively with staff regarding the job status.

This individual has the necessary skills to prioritize projects within the current workload.

This individual will ensure client satisfaction and manage assigned projects for the timeliness, quality, accuracy, and profit/loss.

This individual will report all issues/errors to senior department staff.

Requirements

Industry experience necessary (2-3 years preferred).

Strong interpersonal skills are necessary to communicate with all levels of management - internally and externally.

Organizational, project, and time management skills are essential.

PC literate, knowledge of MS office products.

Production Manager 8

Job summary

The [Production Manager](https://100hires.com/production-manager-job-description.html) is responsible for leading the supervisory and hourly associates in the Production department across multiple shifts who are responsible for the daily production of high-quality products in a safe and efficient manner.

Responsibilities

Facilitates production Department staff meetings, generating action plans impacting production department KPIs.

Presents departmental metrics and action plans in management staff meetings.

Establishes and maintains goals for the Production department

Actively coaches all team members promoting continuous improvement and overall team development and cross-training, including the supervisory level.

Requirements

Bachelor's degree (B. A.) from a four-year College or university; or 3 to 5 years related experience and/or training; or equivalent combination of education and experience.

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.



Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Three (3) to five (5) years experience in a manufacturing leadership capacity.

Microsoft Office suite (Excel, Outlook, PowerPoint, Word) experience

Good communications skills, team development and problem-solving skills.

Additional duties as assigned.

HACCP/ISO training or certification preferred.

College degree preferred.

Production Manager 9

Job summary

The [Production Manager](https://100hires.com/production-manager-job-description.html) will have the opportunity to utilize his/her expertise to develop and execute objectives and effect short-term and long-term business goals. In addition to the technical ability, we are looking for someone who can demonstrate sound, independent judgment, and decision-making coupled with the ability to think "big picture" in relation to overall processes.

Responsibilities

Manage a team and coordinate day-to-day activities while enhancing workflow and efficiencies.

Responsible for meeting the manufacturing deadlines as well as communicating business goals, processes, and procedures.

Evaluate existing manufacturing activity to ensure focus on core competencies and identify future growth opportunities to maximize the use of in-house machining and manufacturing capabilities.

Communicate daily with the production team, quality department, and management top priorities/concerns and resolve all machining quality issues timely.

Manager responsibilities will include interviewing, hiring, training, monitoring work, performance reviews, career development, discipline, and resolving issues in accordance with applicable laws and/or company policy.

Work as a team with all levels and functional areas of the organization.

Requirements

Desire to come up with creative ideas to improve and develop new solutions for production planning efficiency.

Demonstrate machining know-how and people skills to provide hands-on management.

Ability to work in a fast-paced production environment.

Excellent organization and analytical skills along with demonstrating a strong work ethic and superior technical abilities.



Production Manager 10

Job summary

We are seeking a [Production Manager](https://100hires.com/production-manager-job-description.html) who will be responsible for executing our manufacturing plan by utilizing the resources available, labor, materials, support, and capital to optimize the production of a product. Your responsibilities will include leading the manufacture of products within assigned departments.

In this position, you will emphasize superior safety, higher quality, lower cost, and better delivery by developing improved product flow, production/inventory/capacity planning, process reliability, waste elimination, and individual/organizational development consistent with the strategic plan.

Responsibilities

Manage labor resources to ensure that an appropriate quantity and skill level are available through selection, training, and personnel development

Accountable for business goals in safety, quality, delivery, cost, inventory, and [team member](https://100hires.com/team-member-job-description.html) development

Improve inventory performance with best practices and implement reliable inventory systems

Support the development of annual budgets and execute plans to meet the productivity goal of the organization

Managing key projects to fulfill strategic objectives

Support product teams with improving products and processes to increase customer satisfaction and profitability

Requirements

Associate's degree (required) or Bachelor's (preferred); Ten (10) years equivalent management or supervisory experience will be considered in lieu of degree

Three to five (3-5) years proven manufacturing experience

Three (3) years management or leadership experience

Proven commitment to change and continuous improvement

Strong ability to verbal and written communication

Strong analytical and problem-solving ability

Proven ability to motivate teams and manage conflict

Strong computer skills (business system, email, spreadsheet, and word processing)

Experience with ERP systems and product flow

Ability to read and interpret prints, drawings, and layouts