

POSITION: Production Manager

LOCATION: Houghton, Michigan

CLASSIFICATION: Exempt

REPORTS TO: Senior Vice President of Operations

Position Description

The objective of the Production Manager is to successfully lead Somero Enterprises in the manufacture and remanufacture of new and used products. This is accomplished by developing and initiating manufacturing concepts, procedures and principals to produce Somero's products as efficiently and safely as possible. This position is responsible for leading our production quality process and investigating future enhancements to ensure customer satisfaction. The Production Manager needs to strive for continuous improvements while staying within budgetary limits. This individual must effectively develop and evaluate team members on their contribution to the overall success of the organization and will work effectively with other departments within Somero.

Principal Accountabilities

- Provide a working environment that promotes positive employee safety, morale and communication
- Manage production build schedules and maintain proper manpower requirements
- Efficiently and effectively utilizes manpower which includes cross training to minimize impact of absenteeism, schedule changes and discipline issues
- Coordinate with sales admin to ensure production builds and completion dates meet customer expectations
- Evaluate, discipline and develop team members on an on-going basis; formally evaluate bi-annually
- Initiate lean manufacturing and time saving projects to meet factory efficiency goals
- Coordinate the remanufacturer build process and challenge for quality improvement and cost reductions
- Gather and produce key measure information for month end reporting
- Support product development efforts including prototype build process
- Actively participate in inventory reduction projects and objectives
- Continuously improve the production process to eliminate customer issues and reduce warranty costs
- Manage and maintain budgets to control and reduce costs with supplies and overtime

Attributes

- Ability to solve problems using existing Somero systems and processes
- Must be a professional strong leader with excellent communication skills
- Holds oneself accountable in regards to safety, quality, production and adherence to company policies
- Ability to prioritize projects and use time management skills with the sense of urgency
- Must be able to evaluate personnel to fully utilize their talents to optimize efficiency
- Capable of identifying and developing processes and process improvements
- Maintain a positive attitude in high-pressure situations

Education/Experience

- Bachelor's degree preferred
- Minimum of 3 years of manufacturing experience required; 10 or more years preferred
- Minimum of 3 years of production supervisory experience required; 5 or more years preferred
- 5 or more years of experience with production quality systems preferred
- Proficient in Microsoft Office, including Word and Excel required, QAD experience preferred



Working Conditions

- Periodic overnight travel required
- Ability to work extended hours as business needs dictate
- Office, shop floor, prototype build area, and customer job sites

Job Description Acknowledgement: I have received, reviewed and discussed any questions I may have had about this job description prior to signing this form.

Printed Name: _____

Signature: _____

Date: _____