

# Assembly Management: Associate Manager, Assembly

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Supervises employees who put together component parts to make assemblies, subassemblies, packaging or completed units.

## **Management Role**

Accomplishes results through lower level subordinate supervisors or through experienced exempt employees who exercise significant latitude and independence in their assignments.

## **Policy and Strategy**

Administers and executes policies, processes and procedures that affect subordinate employees and the workflow of the work area.

## **Freedom to Act**

Assignments are task or activity oriented. Work is reviewed for soundness of judgment and overall quality and efficiency.

## **Impact**

Decisions impact work area operations. Erroneous decisions or recommendations or failure to achieve results might cause delays in schedules and require the allocation of more people and financial resources.

## **Liaison**

Interacts internally primarily with subordinates and other supervisors. External interaction is typically with suppliers, vendors and/or customers. Primary purpose of liaison is information sharing and basic problem resolution.

## **Operations Involvement/Direct Work Involvement**

Leads a group of skilled and semiskilled employees engaged in the assembly, test, repair, troubleshoot or inspection of electronic components, subassemblies and assemblies. Responsible to make global decisions for the shift in the absence of the Principal Supervisor or Manager. Reviews production requirements to develop plans to meet schedules and goals. Works closely with support personnel to implement process improvements. Provides technical and managerial support to other supervisors and management personnel.

## **Minimum Education and Experience**

Associate's degree in electronics or supervision. Bachelor's degree is preferred. Minimum of 5 years production, assembly, troubleshooting or test supervisory experience.