

Operations: Associate Manager, Operations

Responsible for all or a major portion of processing operations in a plant. Responsible for production operations, maintenance, plant engineering, safety, quality control, scheduling, accounting and personnel. Promotes good relations with community, government agencies, customers and union representatives. May conduct or participate in labor negotiations and administer wage, salary and bonus programs in accordance with corporate policies.

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

Manages production personnel to meet production schedules in a high quality and efficient manner. Assists on bids, monitors and meets production budgets. Insures proper documentation is in use on production floor. Meets all company, safety and environmental and good housekeeping guidelines. Participates in the training and development of hourly employees. Initiation and follow-up of all personnel activities to include performance reviews and counseling. Maintains accurate floor inventory. Controls scrap and excess material to acceptable levels. Ensures all personnel comply with security regulations as set forth by the FSO and Security Officer. Other duties as specified by authorized company representatives. Maintains schedules and delivery promises according to the master schedule.

Minimum Education and Experience

Bachelor's Degree in Business or a related field and 7+ years of diverse professional experience in all areas of which may include 3+ years of supervisory responsibilities.