

General Responsibilities

- Contribute to a positive, team-oriented work environment and actively participate in collaborative activities.
- Apply strong problem-solving skills in a culture focused on continuous improvement.
- Follow all company policies, safety standards, and workplace rules to maintain a safe and healthy environment.
- Work safely at all times, report unsafe conditions, and document any accidents or near misses promptly.
- Maintain proper ergonomics and assist in evaluating equipment and processes for ergonomic improvements.
- Perform required hazard analyses (routine and non-routine) and follow proper lockout/tagout procedures.
- Support daily cross-functional assignments within the department according to established processes.
- Participate in lean initiatives, continuous improvement programs, and 5S housekeeping standards.
- Use company communication tools (radios, phones, computers) professionally and for business purposes only.
- Represent the company with professionalism at all times.
- Perform additional duties as assigned.

Role-Specific Responsibilities

- Lead and support the teams and equipment that drive safe, high-quality, and cost-effective operations.
- Mentor and develop employees across Engineering disciplines (Process, Program Management, Tooling, Manufacturing, Launch, Controls).
- Collaborate daily with Technical and Operations teams to align priorities and resolve issues.
- Prioritize departmental objectives based on production and field needs.
- Support new product launches, tooling changes, equipment moves, and business transfers.
- Guide new programs from APQP through launch and full production.
- Analyze scrap, downtime, and performance trends; partner with Technical teams to drive corrective actions.
- Establish and maintain critical spare parts strategies.

- Create and maintain audit procedures for IATF 16949 and ISO 14001.
- Develop PM/TPM plans and manage critical preventive maintenance activities.
- Apply MTBF and MTTF concepts to improve equipment reliability.
- Provide support across both the Wauseon, OH and Mendon, MI facilities.

Education

- Bachelor's degree with 5–7 years of experience in a related field.

Experience & Skills

- Strong computer skills, including proficiency in Microsoft Excel and Word.
- Minimum five years of supervisory experience in a manufacturing environment; union experience preferred.
- Ability to read, write, and perform basic mathematical calculations.
- Experience with tooling, equipment, and blueprint interpretation.
- Background in workflow analysis, capital justification, and project management.
- Understanding of direct labor utilization and efficiency improvement.
- Excellent communication, organizational, negotiation, interpersonal, and analytical skills.
- Ability to thrive in a fast-paced, high-demand environment.
- Strong attention to detail, ability to multitask, and follow direction effectively.

Training Requirements

- May require travel to other facilities or training locations, including on-site training.

PPE Requirements

- Eye and hearing protection required, along with any task-specific PPE.

Physical Requirements

- Ability to stand or sit for 8–12 hours and lift up to 40 lbs occasionally and 15 lbs regularly.
- Ability to perform overhead and below-waist work as needed.