

We're Hiring PRODUCTION FLOOR LEAD

Assembly & Fabrication (Doors & Windows)



Position Title: Production Floor Lead

Job Type: Full Time, 1st Shift

Department: Manufacturing / Production

Location: St. Henry, OH

WHY MDW: Moeller Door & Window is a family-owned business based in St. Henry, OH which has furnished, serviced, and installed exterior commercial and residential doors & windows for over 38 years. We are very proud of our commitment to customers and our reputation in the door and window industry.

JOB SUMMARY: We are seeking a highly motivated and hands-on individual to join our team as a Production Floor Lead for our door and window assembly and fabrication operations. This role is ideal for someone with strong mechanical aptitude and a desire to lead by example. The successful candidate will be actively involved in the day-to-day production work initially, learning processes from the ground up, with a clear path to grow into a supervisory position overseeing people, quality, and workflow optimization.

JOB RESPONSIBILITIES:

Phase 1: Hands-On Production Training

- Assemble and fabricate doors and windows according to engineering specifications and work instructions.
- Operate hand tools, power tools, and specialized machinery in a safe and effective manner.
- Ensure materials are used efficiently and production targets are met.
- Follow quality control procedures and report any deviations.

Phase 2: Transition to Team Lead Responsibilities

- Oversee daily production floor activities including task assignments, scheduling, and prioritization.
- Provide on-the-job training, mentorship, and support to production team members.
- Monitor process quality, ensure standards are met, and take corrective actions as needed.
- Collaborate with sales, procurement, and logistics to ensure smooth workflow.
- Identify opportunities for process improvement and assist in implementing best practices.
- Conduct safety checks and enforce safety standards and protocols.
- Communicate production updates and issues to management.

QUALIFICATIONS:

- Proven experience in manufacturing, carpentry, millwork, or fabrication (preferably in windows/doors).
- Strong technical aptitude with tools and assembly/fabrication methods.
- Excellent problem-solving and communication skills.
- Team-oriented with a proactive, leadership-driven mindset.
- Ability to lift up to 75 lbs
- High school diploma or equivalent required; technical certifications a plus.

COMPENSATION + BENEFITS:

- Competitive hourly wage or salary (based on experience)
- Generous performance bonus - paid quarterly
- Opportunities for advancement into full supervisory/management roles
- Health, dental, and vision insurance
- 401(k) with company match
- Disability and life insurance coverage
- Provided uniforms/apparel
- Paid time off and holidays



CLICK HERE TO APPLY