



Operations Supervisor in Clinton, MA for Weetabix North America

The Operations Supervisor (salaried exempt) position reports to the Operations Manager and supervises hourly union employees.

1st Shift M–F 7 AM to 3 PM | 2nd Shift M–F, 3 PM to 11 PM | 3rd Shift M–F 11 PM to 7 AM

Position Summary

Operations Supervisor is responsible and accountable for directing the activities of hourly personnel to produce and pack products and meeting customer delivery dates according to the production schedule while meeting or exceeding standard costs, and quality specifications.

Expectations are to motivate and direct the activities of hourly personnel while working with operations support team members in a safe and sanitary work environment.

Duties and Responsibilities

- Ensures timely completion of the production schedule while meeting or exceeding target productivity and cost metrics.
- Directs the activities of hourly personnel by adhering and complying with Company policy, all applicable federal/state/local laws.
- Administers work within the collective bargaining agreement with the understanding of management's right to manage the business.
- Promotes and maintains a safe and sanitary work environment by demonstrating reduction in accident rates and complying with OSHA/WSIB, HACCP, FDA and GMP standards.
- Produce and pack products by complying with established quality specifications and proactively recommends sustainable systems.
- Directs activities by using effective motivational tools that promote employee involvement and participation.
- Creates capable and flexible workforce through effective training and follow-up.
- Identifies and solves problems/issues in a timely manner by using proven methodology and problem solving tools.
- Constantly keeps self informed and up to date professionally.
- Develops and maintains productive working relationships with all plant staff to provide for a productive work environment.
- Actively participates and may lead safety and/or improvement teams.
- May direct the activities of off-shift sanitation personnel.
- All other duties as assigned.

Knowledge/Experience

- 2-4 years experience working in a union environment, preferable in a leadership role
- Knowledge of production equipment within a defined area
- Mechanical aptitude to troubleshoot problems effectively
- Ability to assess quality of product being produced
- Ability to coordinate multiple tasks in order to meet production demands
- Proficient with Microsoft Office programs

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****PLEASE INCLUDE SHIFT
PREFERENCE & SALARY
REQUIREMENTS***

Education

- Bachelors / University degree in business or technical discipline; or equivalent experience

Competencies

- Decision-making/Problem Solving: Ability to define problem, collect data, establish facts, draw valid conclusions, and resolve issues
- Team Leadership: Clarifies short and long-term objectives. Ensures work of the team meets expectations and team has skills needed to accomplish goals. Consistently models appropriate behavior, encourages and recognizes positive teamwork.
- Developing People: Creates an environment in which people are involved, informed, supported, and are motivated to maximize their contribution to the organization
- Communication: Speaks to people in an appropriate manner, actively listens, presents information and ideas clearly, concisely and professionally, including written material (e-mails, memos, presentations, reports, documentation)

Physical Demands / Qualifications

Job demands walking, standing, lifting, stooping, kneeling, crouching and may require working on a computer

Regular exposure to moving mechanical parts, wet and/or humid conditions, dust and temperatures of up to 110 degrees F

Noise level where and hearing protection is required; Must be able to lift 25 lbs.