

## **OPEN POSITION: Production Supervisor**

### **Company Information:**

**Masterduct** ([www.Masterduct.com](http://www.Masterduct.com)) seeks a Production Supervisor in Houston, TX.

**Masterduct** produces a wide variety of lightweight, flexible, abrasive resistant, heat tolerant, innovative technical hoses that provide solutions for a broad range of industrial applications.

**Masterduct** is a subsidiary of **Masterflex S.E.** (<http://www.masterflex.de/en/>), which is a globally operating corporate group specializing in solving complex connection challenges. The group has over 25 years' worth of experience in the development, manufacturing and processing of high-tech spiral hoses.

### **Overview:**

*The position summary states the general nature and purpose of the job. Overall accountabilities are defined in this section.*

Supervises production and shipping area employees on assigned shifts to ensure production guidelines are being met within established timing, quality, and cost standards (some KPI's include; Overtime, Absenteeism, Tardiness, Downtime, Scrap % and OTD among others). Drives the communication of production goals and objectives, as well as results in order to effectively motivate the team to maintain a high standard of product quality while maximizing plant efficiencies. Trains, directs, coaches and leads the production team in the day-to-day operations to meet production, safety and quality requirements. Directs the routine maintenance and set up of machines, equipment, and facilities.

### **Duties and Responsibilities:**

- Performs daily walks and visual inspections of the production floor in observation of unsafe acts or conditions; takes immediate corrective action where necessary.
- Maintains safety/environmental self-audits & visual checks, champions all safety or ergonomic activities for the department and helps to develop and meet plant safety goals.
- Trains employees to ensure safe operating procedures are followed.
- Adheres to product specification requirements throughout the manufacturing process to maintain the desired product quality results.
- Maintains adequate knowledge of products and equipment to ensure the ability to direct employees to perform the job properly.

- Walks the production floor regularly and holds periodic line meetings to address questions and concerns.
- Maintain or exceed goals on yields and efficiencies.
- Works with the Operations Managers to maintain knowledge of yields and variances, methods of calculations, typical problem areas and methods for corrections and improvement.
- Suggests changes in work flow processes and use of equipment to increase efficiency of the department and/or production crew to maintain the lowest level of downtime and product costs possible.
- Manages all production related KPI's and analyzes results in order to provide guidance for improvement opportunities.

**Skills/Qualifications:**

- High school diploma or general education degree (GED) and 2+ years of related experience and/or training in a Production environment; required.
- Bachelor's degree; preferred.
- Lean /Six-Sigma certification: preferred
- Previous experience with extrusion processes, injection molding, plastics: preferred.
- Knowledge of Microsoft Office and familiarity of ERP systems.
- Previous manufacturing experience, supervisory experience and understanding of yields, plant efficiencies, and operations procedures, preferred.
- Bilingual (Spanish) a plus
- Excellent oral and written communication skills.
- Able to lead problem solving and troubleshooting efforts associated with high-level process issues.
- Ability motivate, train and coach employees to encourage optimum performance and engagement.
- Good planning and priority setting skills.
- Ability to work in varying production environments (heat and cold).
- May be required to work long hours and weekends.

**Working Conditions:**

- 40 hours per week
- Stress tolerant
- Some evening work
- Warehouse / production environment

**Physical Requirements:**

- Stand and walk extended periods of time
- Drive a forklift
- Normal visual, hearing, and language acuity
- Able to lift at least 50 Lbs.
- Walking, stretching and bending

**Compensation:**

- Medical/dental coverage
- 401K plan with matching contributions
- Paid vacation

Email resumes to [orlando@masterduct.com](mailto:orlando@masterduct.com).