



BUILDING VALUE SINCE 1906

Position: Manufacturing Engineering/Maintenance/Methods Supervisor

Location: Jackson, Tennessee

Summary

This position is responsible for creating and refining processes in order to improve manufacturing safety, quality, and productivity. Professional technical representative for Manufacturing to other departments, and outside entities, regarding technical issues. Responsible for facilities project management of manufacturing related projects. This role is an active participant in committees and task forces to support and lead the facilities and projects initiative. Directs, supervises and coordinates activities of personnel engaged in plant and equipment maintenance.

Job Responsibilities

- Responsible for Supervisory duties including hiring, development of annual checklists, conducting performance reviews and discipline.
- May represent Department Manager in his/her absence. May represent other divisions in local/corporate vendor activities.
- Provides technical support to all Bobrick production facilities. Solves production related engineering problems.
- Solves production related engineering problems and provides technical support to all Bobrick production facilities.
- Plans, directs, coordinates and executes complex projects. This may include leading teams, submitting proposals, payback analysis, coordinating outside vendor activities, and status reporting.
- Routinely serves as Manufacturing's Technical Representative on multidiscipline projects.
- Develops reports, tracking systems, database applications, charts, and graphs related to safety, quality, cost, scrap, labor, equipment utilizations, maintenance, and related areas.
- Prepares "Special Reports" and makes presentations to upper management and peer groups.
- Studies workers operating equipment or performing tasks. Analyzes results to establish standard production rates, estimate costs, and to improve efficiency.

- Creates charts, graphs, workflow diagrams, routings, and factory layouts.
- Analyze material handling, and machine utilization.
- Evaluates, documents, and improves manufacturing methods and products utilizing technical knowledge of Bobrick's products and processes; analytical skills, reason and logic.
- Creates, maintains, and reviews production procedures (Visual Manufacturing Procedures (VMP's), routers, cell rules, and other controlling documents to insure the represent current process and product revisions.
- Confers with management, Design Engineering, QA and other staff regarding manufacturing capabilities, production schedules, new products, ECO's and other considerations to facilitate production process and evaluate potential changes. Participates on committees in these capacities.
- Performs cost studies and assists in "make or buy" decisions.
- Ability to automate manufacturing processes using custom made equipment or robotics.
- Creates machine specifications and Request for Quotation (RFQ) documents for custom equipment.
- Confers with Supply Chain and vendors to arrange for purchase of equipment, tooling, or materials.
- Recommends, evaluates, and supports outside manufacturing sources.

Maintenance:

- Directs maintenance activities on utility systems to provide continuous supply of heat, steam, electric power, gas or air required for operation.
- Plans, develops and implements new methods and procedures designed to improve operations, minimize operating costs and effect greater utilization of labor and materials.
- Assures company compliance with local, county, state and federal regulations pertaining to hazardous materials and their disposal, community right to know, fire safety, air quality management, waste management and building codes.
- Works with Maintenance personnel regarding availability of parts in house in order to reduce downtime of equipment
- Coordinates with Maintenance personnel status of all machinery
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- Oversees and maintains Equipment Alert Preventative Maintenance Database Program for all manufacturing machinery and general maintenance
- Arranges for snow and ice removal from parking lot, walkways and building overhangs to assure safety of employees and prevent building damage.

- Coordinates the company's security systems, locks and keys and alarm and sprinkler systems.
- Plans, budgets and schedule facilities modifications including cost estimates, bid specifications, layouts and contracts for construction and acquisitions.
- Works with Maintenance personnel regarding availability of parts in house in order to reduce downtime of equipment
- Oversees and maintains Equipment Alert Preventative Maintenance Database Program for all manufacturing machinery and general maintenance
- Negotiates or supervises the negotiation of complex requests for equipment, supplies and services from suppliers and subcontractors
- Facilitates teams and department meetings.
- Performs other duties as assigned.

Qualifications

- Bachelor's degree in Engineering from a four-year college or university.
- 2-5 years of manufacturing and/or supervisor experience.
- Familiarity with machinery and general production equipment.
- Experience with robotics, automation and lean manufacturing process is a plus.
- Demonstrated skills in Project Leadership, and analytical problem solving.
- Proficient with Microsoft Office products including Excel/Word/PowerPoint/Outlook.

About the company

Bobrick is a 100+ year-old global washroom accessory, partition, and child Accommodation Company headquartered in North Hollywood, CA with six manufacturing divisions across the United States, Canada and the United Kingdom, and trading relationships that extend into more than 100 markets worldwide. A leader in product innovation and manufacturing, Bobrick prides itself as a company that delivers best-in-class products and service, while fostering an environment of collaboration and continuous learning.

Bobrick's Culture

We view our culture as a competitive advantage and a foundation for continued success. Our positive and supportive culture encourages our people to do their best work every day. Bobrick respects work-life balance, has a strong commitment to employee development and attributes its success to four core values and their alignment with its employees, suppliers, sales representatives, distributors and other channel partners.