



5500 Airport Rd.  
Anderson, SC 29626  
(864) 226-0063

## **Job Title: 2<sup>nd</sup> Shift Supervisor**

Classification: Salary/Exempt

Reports to: Manufacturing Manager

### **SUMMARY**

The 2<sup>nd</sup> Shift Supervisor oversees the manufacturing plant to ensure quality production is produced efficiently. Available to answer technical questions from team members. Implementing and supporting manufacturing changes to improve productivity.

### **DUTIES AND RESPONSIBILITIES**

#### **Primary Functions**

- Lead and direct the 2<sup>nd</sup> shift team.
- Ensure quality products are being made efficiently.
- Answer technical questions.
- Support manufacturing changes to help improve productivity.
- Oversee daily balancing of team members individual productivity.
- Able to read and understand blueprints.
- Efficiently read measuring equipment, which includes but isn't limited to, measuring tapes, caliper, gauges, etc.
- Ensure new team members are trained properly and encourage cross training.
- Promote teamwork and a positive, healthy culture.
- Keep production flowing flawlessly.
- Administer yearly performance reviews with manufacturing team members.
- Communicate production/technical changes needed to the engineering team.
- Able to operate efficiently by a schedule.
- Maintain a clean and organized work environment.
- Ensure all team members are working in a safe manner and are wearing approved PPE.
- Available to travel for training if required.



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- Available and willing to come in early for training/meetings during the week.
- Take advantage of opportunities to help team members thrive personally or professionally (within company policy).
- Willing to promote and stand by the company's purpose statement and core values.

### **QUALIFICATIONS**

- Minimum 5 years of leadership/management experience.
- Experience dealing with team members of all levels.
- Experience in manufacturing environment required.

### **Purpose Statement**

“We exist to provide opportunities for our team to THRIVE personally and professionally and join in helping our community.”

### **Core Values**

1. Positive attitudes are contagious.
2. Success comes from humility, integrity, and hard work.
3. Always do the right thing.
4. Strive for excellence in serving our customers, teammates, and community.
5. Have a bias for action.
6. Honor God above all else.

This job description is to outline the primary duties and qualifications, but not be limited to the assigned responsibilities listed. It is our expectation that each team member offers their services whenever necessary to ensure the success of Sargent Metal.