



## **Position: Shift Supervisor**

*We are a dynamic and growing manufacturing Company located in Colborne, Ontario*

We currently have an opening for a dedicated, reliable, and detail-oriented individual as **Shift Supervisor**.

### **Responsibilities:**

- Accountable for shift Quality, Cost and Delivery targets
- Provides leadership, direction, and coaching to production team
- Monitors and ensures efficiency of plant equipment and resources
- Schedules and assigns work to ensure production requirements are met
- Tracks efficiency & productivity, reviews results and communicates feedback effectively
- Performs layered audits, safety inspections and participates in corrective actions
- Fosters an environment of Safety, Teamwork and continuous improvement
- Works closely with Quality and Set Up Technicians to ensure conformance of product produced
- Ensures adherence Company policies, procedures, processes and shop rules
- Responsible for training & development of new/existing employees all aspects of the job
- Communicate and document events with other Production Supervisors and Plant Manager
- Coordinates delivery/removal of raw material, Packaging, skids at the work center
- Completes daily work audits & effectively communicates job status to the next shift
- Maintains discipline and control in the shop
- Other duties as outlined by management

### **Qualifications:**

- Minimum College diploma: completion of apprenticeship / technical diploma preferred
- Minimum 2-3 years of Supervisory experience required
- Forklift operator's license and/or experience is an asset
- Experience in a Machine shop environment & with CNC transfer machines would be an asset
- Ability to read & interpret drawings, working knowledge of GD&T
- Excellent organizational skills, attention to detail and overall positive attitude
- Excellent written and verbal communication skills; ability to work independently
- Motivated self-starter with "Can do" attitude and outgoing personality
- Ability to use basic measuring equipment (mics, Vernier, dial indicator, etc.)
- Basic computer applications knowledge such as MS Work, Excel & Outlook
- A quick learner with the ability to be trained.

If you interested in this position, please apply via our Career page at [jebcomfg.ca](http://jebcomfg.ca).