



IBY, LLC

### **Production Supervisor**

Irwindale Brew Yard, a leading contract manufacturer in the beverage industry, has an immediate opening for a Production Supervisor at our Irwindale, CA facility.

#### **POSITION SUMMARY**

This position will be responsible for ensuring data integrity and performing data analysis to identify loss elimination opportunities on the packaging lines. You will work directly with other maintenance and operations leaders within the department to identify and implement continuous improvement tools to drive efficiency improvements. You will be responsible for gaining technical mastery within your assigned area and developing the technical skillset of the line level teams. This position will also be responsible for performing supervisory tasks within the department and will be leading the hourly workforce.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Ensure safety procedures are followed by adherence to Company policies HACCP Certification, or ability to obtain certification upon hire. SQF Practitioner status preferred.
- Ensure front line quality check compliance to meet Company quality standards.
- Ensure priorities are communicated and guidance given to maintenance team assigned to shift.
- Recommend measures to maintain safe operations, improve production methods, equipment performance and use of equipment to increase efficiency, quality and safety of the department or work crew.
- Responsible for monitoring the performance and corrective actions related to the packaging lines.
- Understand line run rates to be able to determine volume of product and quantity of materials needed to make schedule changes within the shift.
- Ability to calculate and track usage and loss rates for components and batched liquid.
- Train, coach, mentor, and provide feedback/ recognition to the line level team.
- Initiate personnel actions, such as performance evaluations, and disciplinary measures.
- Lead, facilitate, and participate in continuous improvement initiatives.
- Facilitate daily debriefs with the packaging staff.
- Check and approve hours worked of hourly employees on the lines.
- Ensure compliance with Internal, Federal, State and local guidelines and regulations including GMP, HACCP, OSHA, FDA and TTB.

#### **ADDITIONAL SPECIFIC DUTIES**

- Validate / report production counts and line efficiencies
- Ensure shutdown procedures are adhered to post production and verify lines are left in a zero energy state.
- Provide oversight to the line level team to drive breakthrough in Line Efficiency and Unplanned Downtime.
- Identify defects and provide / coordinate solutions for resolution with maintenance and operations teams.
- Check the machinery of the lines for operational readiness and proper setup.
- Direct changeovers to assure proper materials are used, proper amounts are produced and proper codes are used per the BOM.
- Frequently review the operator quality assurance checks throughout the shift.

- Supervise training of employees in operations, safety, quality standards, GMP's and HACCP procedures.
- All other duties as assigned by Production Manager.

## COMPETENCIES

- Strong Leadership Skills
- Have demonstrated ability to build strong, effective teams.
- Ability to mentor and motivate production teams
- Ability to understand complex, technical equipment and processes
- Attention to detail
- Commitment to task
- Excellent written and verbal communication skills
- Effective analytical, administrative and organizational skills
- Conflict management
- Decision making and problem solving
- Flexibility
- Quality
- Teamwork
- Proficient in Microsoft Office software (Word, Excel, Outlook, PowerPoint)

This position description is intended to guide the activities of the Packaging Supervisor. It is not intended to limit the thinking and creativity of the person to the work of this function, nor is it intended to describe all the work that may be required of the person in this position.

## QUALIFICATIONS

- Minimum High School education
- BA/BS in Business, Mechanical/Electrical Engineering preferred
- Strong background in people skills and hands on front line supervisory experience preferred in the area of production
- 5 yrs. experience in a high-speed production environment preferred

## PHYSICAL AND MENTAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear. The employee must occasionally lift and/or move up to 50 pounds. Specific vision requirements in close vision and the ability to adjust focus.

***Selected candidate must be willing to work any and all shifts, and weekends when necessary to cover the needs of the business***

***Irwindale Brew Yard provides a competitive salary and benefit package that includes: Health, Life, Dental and Long Term Disability Insurance; Section 125; 401(k); and more.***

*IBY, LLC is an equal opportunity employer who prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law. IBY, LLC conforms to the spirit as well as to the letter of all applicable laws and regulations.*