

Job title	Process Technician Supervisor
Reports to	General Manager
Supervisory Responsibilities	Shift employees

Job Description

A Process Technician Supervisor's primary responsibility is setting up, monitoring, operating, and troubleshooting plastic injection-molding machines. This role requires specialized knowledge of materials, tools, and equipment. Troubleshooting may involve addressing issues such as inconsistent materials, faulty equipment, human error, and preventing defects from occurring.

The role involves overseeing all employees and production activities during the assigned shift, with support from the Group Leader, to efficiently produce the products outlined in the daily production schedule. Additionally, they must maintain a clean and safe work environment.

The Process Technician Supervisor is responsible for all production output during their shift.

Duties and responsibilities

- Verify that all mold, auxiliary equipment, materials, and injection molding machines are set-up per Standard Operating Procedures (SOP) and Visual Operating Procedures (VOP) instructions to meet quality standards and production goals.
- Set up and start up molding machines and check products to ensure quality standards are met.
- Operate, monitor, and troubleshoot processing problems, perform preventative maintenance tasks, and document process changes.
- Monitor and maintain standard cycle times and part quality
- Troubleshoot issues on Injection Molding machines and Robots.
- Follow departmental ISO documentation procedures
- Monitor the performance of all employees under his supervision to ensure that all ISO Quality System procedures are being executed.
- Work with quality team members to ensure quality products are manufactured on shift.
- Assures orderliness, cleanliness, and working order of the assigned machines and tools
- Maintain a safe and clean work environment.

Required skills/Abilities

- At least 5 years of experience in plastics processing
- Good written and oral communication skills

- Ability to work well with others, exhibiting teamwork skills

Physical Requirements

- Work safely
- Ability to lift 50 lbs. frequently
- Capable of various physical activities, including but not limited to walking, standing, bending, stretching, stooping, squatting, and using hands and fingers to grasp, push, pull, and lift items.