

Production Supervisor

Nekoosa Coated Products is seeking an enthusiastic candidate to fill a Production Supervisor position. The successful candidate will be organized, have the ability to multi-task, be a team player, have strong computer skills, and strive for advancement within our company. The candidate must possess the ability to communicate effectively with customers and/or internal resources. Excellent problem solving skills, creativity, and the ability to execute on ideas are essential.

The position is responsible for managing our production department to provide direction and leadership to our converting department to optimize productivity and reduce areas of concern. This position must be able to establish and maintain a working environment with-in our production department that emphasizes teamwork, accountability and safety. The successful candidate will have the ability to manage personnel, and possess a proven track record of implementing process improvements with-in a team environment.

Essential Duties and Responsibilities

- Coach, mentor and supervise hourly personnel to assure that production goals and objectives are achieved
- Promote and ensure a safe work environment, including training the crew and adhering to company and governmental policies and regulations
- Work with the maintenance and engineering departments to optimize the equipment performance and reliability
- Identify and implement opportunities to improve production efficiencies, to optimize throughput and reduce operating costs using tools such as Lean manufacturing, Six Sigma and other process improvement techniques
- Develop and implement procedures to prevent quality infractions
- Investigate all safety incidents and present plans to avoid future occurrences

Qualifications

- Extensive management and leadership skills and demonstrated ability to effectively lead and motivate a diverse group of employees
- Strong interpersonal and communication skills, including written and verbal.
- Must possess sense of teamwork and efficiency.
- Solid mechanical knowledge, including machine operation, troubleshooting and preventive maintenance programs
- Able to multi-task and work independently to execute and meet project timelines
- Must be self motivated and able to work within a team

A bachelor's degree in business management, paper-science, engineering, or a related field is preferred, but not required. The successful candidate will be familiar with manufacturing concepts, practices, and procedures. 3 – 5 years of job related experience is beneficial. Our company will consider candidates that are furthering their education with related work experience and new graduates for this position.

Nekoosa Coated Products offers the broadest range of products, not only carbonless paper, but also synthetic substrates and magnetic paper. Check out our website at www.nekoosacoated.com

To apply, send cover letter and resume to hrmanager@ncpedge.com or send by mail to 841 Market Street, Nekoosa.

