

Team Leader

Shift: 2nd in Osceola

RESPONSIBILITIES:

- Train other team members in quality standards and pre-assigned techniques for production
- Lead team in problem solving activities and implement corrective action
- Implement and administer employee skill level evaluations
- Understand production schedules and customer requirements, allocate resources accordingly
- Maintain production board and control daily
- Follow applicable EMS/QMS policies, procedures, and work instructions
- Instruct team members to understand production responsibilities
- Audit product and process according to quality standards and ensure that proper procedures are followed
- Accurately complete documentation forms as required (charts, reports, etc.)
- Coordinate and help with breaks
- Track attendance and notify appropriate people of any concerns
- Fully understand and apply all responsible procedures within the quality manual
- Assist in problem solving for material on hold or rework and coordinate completion of paperwork for rework
- Make sure mold changes occur in a timely manner, perform and assist with mold changes as needed
- Assist in workstation setup and process control of production items
- Maintain work areas, support/develop 5s activities to maintain clean work area

- Monitor and report scrap performance in OAD daily and improve/problem solve in those areas of high scrap
- Seek ways for Kaizen in all areas of safety, quality, delivery, production, process and morale
- Effectively conduct regular Genba meetings
- Track and monitor associate performance
- Enforce consistently and fairly all company policies
- Require working off hours
- Any other duties as specified by Supervisor

SKILLS PREFERRED:

High school degree (some advance education preferred)

2-4 years of supervisory or leadership experience

3-5 years injection molding/plastics experience

Die setting

Hilo license

Understanding of QS 9000

Knowledge of computer applications

Strong ability to lead and motivate others

Skills/training in employee relations

Troubleshooting skills

Problem solving

Basic writing skills

Basic math

Understanding of the company's Environmental Management System/Quality Management System.

To apply contact Temps Plus Staffing at 870-762-2262 in Blytheville or 870-563-3330 in Osceola.