

Job Title: **TEAM LEADER-TECHNICAL-1**

## SUMMARY

Responsible for leading and developing high performance work teams that specialize in the installation, operation and repair of machinery used in production. Also responsible for managing quality performance, cost parameters, and customer service for internal and external customers.

## ESSENTIAL FUNCTIONS

- Oversees the planning and design of products, tools, engines, machines, and other mechanically functioning equipment and mechanical industrial processes.
- Oversees production, installation, operations, maintenance, and repair of mechanically functioning equipment, including centralized heat, gas, water, and electrical systems.
- Champions the 4E's (Engages, Enlists, Envisions, and Executes) throughout the organization.
- Works closely with other engineering disciplines in the development and application of robotics and PLC controls to increase production quality, efficiency or volume.
- Develops and executes capital projects as assigned.
- Directly leads, supervises and oversees the day-to-day operations of a group of employees to assure a smooth workflow.
- Assigns monitors and reviews the progress and accuracy of assigned work.
- Ensures the consistent application of organization policies.
- Monitors the effectiveness of systems, policies and procedures and makes appropriate recommendations to ensure daily operations are efficient; implements approved changes.
- Estimates personnel needs and ensures adequate staffing in order to meet pre-established completion dates.
- Ensures budgetary compliance.
- Handles unusual or difficult inquiries/situations through direct personal action or refers to the appropriate individual.
- Maintains satisfactory attendance, to include timeliness.
- Responsible for understanding and complying with applicable quality, environmental and safety regulatory considerations. If accountable for the work of others, responsible for ensuring their understanding and compliance.
- This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.

## SUPERVISORY RESPONSIBILITIES

- Responsible for training and development of subordinate staff.

- Conducts performance evaluations; recommends salary adjustments; schedules and approves overtime; takes disciplinary actions, as necessary; addresses complaints and resolves issues.

## QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## MINIMUM QUALIFICATIONS

- Bachelor's degree in Engineering plus 2 years of technical production, operations, or technical maintenance experience

OR

Bachelor's degree in Engineering plus 3 years of military operations and leadership experience reflecting increasing levels of responsibility

OR

7 years of technical production, operations, or technical maintenance experience reflecting increasing levels of responsibility.

- Required to work an off-shift (swing or graveyard) when scheduled.
- Required to lift and move equipment which weighs up to 40 pounds.
- High school diploma or GED from an accredited institution.

## PREFERRED QUALIFICATIONS

- Bachelor of Engineering degree plus 4 years of production, operations, or technical maintenance experience.
- Master's degree in Engineering or Business Administration.
- Supervisory experience.
- Experience working in a consumer product goods environment.
- Experience leading continuous improvement initiatives.
- Skilled in reading, analyzing and interpreting general business periodicals, professional journals, technical procedures or governmental regulations.
- Skilled in writing reports, business correspondence and procedure manuals.
- Skilled in effectively present information and respond to questions from groups of managers, clients, customers and the general public.
- Computer skill requirements include: intermediate MS Excel; basic MS Word and PowerPoint.
- Skilled in applying mathematical operations to tasks.
- Skilled in defining problems, collecting data, establishing facts and drawing valid conclusions.
- Skilled in interpreting an extensive variety of technical instructions in mathematical or diagram form and dealing with several abstract and concrete variables.
- Experience carrying out assignments that are broad and difficult in nature, requiring originality and ingenuity.

- Possess and applies broad knowledge of principles, practices and procedures in the area of specialization.

## PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions 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 regularly required to talk or hear. The employee frequently is required to stand, walk and use hands to finger, handle or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl and taste or smell. The employee must occasionally lift and move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions 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 frequently exposed to wet and humid conditions and moving mechanical parts. The employee is occasionally exposed to high, precarious places, fumes or airborne particles, toxic or caustic chemicals, outside weather conditions, extreme heat and risk of electrical shock. The noise level in the work environment is sometimes loud.

EEO/AA M/F/Vet/Disability