

2nd Shift Production Supervisor

Jarvis is seeking an experienced Shift Supervisor for our 2nd Shift Production Team.

About Jarvis:

Jarvis Cutting Tools is an integrated manufacturer of precision cutting tools used in the metal working industry. Jarvis is a high-quality builder of innovative and value-added products and prides itself on outstanding service and customer satisfaction.

Founded in 1901, it is managed and owned by the fourth and fifth generations of the Jarvis family. We sell directly to our users and have customers throughout North America, Europe, Asia and South America. We are trusted to provide critical tooling to numerous Fortune 500 companies including Caterpillar, Boeing, Alcoa, GM, GE, John Deere, Eaton, Pratt & Whitney Aircraft and many others. In addition, we work directly with machine tool builders to develop tooling for future end users on turn-key manufacturing projects.

If you are interested in a rewarding career supporting manufacturing activity throughout North America, Jarvis Cutting Tools is for you!

Jarvis Cutting Tools Offers:

- Competitive wages
- 401(k) w/Company Match
- Comprehensive Health & Dental insurance
- Flex spending account
- Health savings account
- Life & Short-Term Disability
- Paid time off & Holidays
- Tuition reimbursement
- And Many More!
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Job Type:

Full-time – On Site

Shift Supervisor Responsibilities:

- Supervises staff to produce manufactured products and organizes and monitors workflow.
- Accomplishes manufacturing results by communicating job expectations; planning, monitoring, and appraising job results; coaching, counseling, and disciplining employees; and initiating, coordinating, and enforcing systems, policies, and procedures.
- Completes production plan by scheduling and assigning personnel, accomplishing work results, establishing priorities, monitoring progress, revising schedules, resolving problems, and reporting results of the processing flow on shift production summaries.
- Maintains quality service by establishing and enforcing production standards.
- Maintains safe and clean work environment by educating and directing personnel on the use of all control points, equipment, and resources, and maintaining compliance with established policies and procedures.
- Resolves personnel problems by analyzing data, investigating issues, identifying solutions, and recommending action.

Education / Experience Requirements:

- High school diploma Required
- 2-3 years relevant work experience in a manufacturing environment
- Prior supervisory experience
- Fork Truck Experience and Certification a plus