

Smithfield – Sioux Center

Job Title: Production Supervisor

Position Summary:

The Production Supervisor directs and leads the production team in the daily operations to include safety, production, costs management, quality, team building, and communicating goals and results. This Production Supervisor position is assigned to the evening shift. The Production Supervisor achieves specified goals and objectives by performing the following duties:

Position Responsibilities:

- Maintain a competent, trained work force at determined head count.
- Assures standard operating procedures and Hazard Analysis Critical Control Points (HACCP) requirements are followed.
- Helps develop and meet plant safety goals. Participates in safety/environmental self-audits & visual checks, and champions all safety activities.
- Assures daily production schedules are met and all issues are communicated timely.
- Conducts and assists with employee relations investigations.
- Work towards baseline variances at better or above goal.
- Participate in scheduling and ensuring mechanical Preventative Maintenance is conducted.
- Tracks cost savings projects under his/her control to meet objectives.
- Develop future cost savings projects to meet objectives.
- Address employee concerns/requests in a timely and caring manner.
- Ensure accuracy of reports. Submit production reports timely.
- Checks and verifies KRONOS timekeeping for assigned employees daily.
- Complete all monthly/weekly training.
- Issues corrective actions as required.
- Train all employees in company and regulatory policy i.e. OSHA, EPA, USDA/FSIS, EEOC.

Span of Control

- This job has supervisory responsibilities for 50 to 100 production workers.

Qualifications and Required Skills:

- A minimum of a H.S. Diploma or equivalent is required, a four year degree in a related discipline is preferred.
- Previous food manufacturing experience, supervisory experience, and English/Spanish bilingual skills preferred.

- Excellent Communication Skills.
- Basic mathematical skills.
- Software Skills: Prior experience with Microsoft Office and SAP.

Supervision:

This position reports directly to the Operations Manager and Shift Superintendent, and indirectly to the Plant Manager. They will report indirectly to the Management Team based on their relative areas and be expected to uphold Company and Plant policies and procedures as outlined, accordingly.