

## **PM1 Shift Supervisor**

Department	Operations
Job Location	Port Hawkesbury, NS
Date Posted	2/16/2010
Degree Required	BS-Engineering

### **SUMMARY DESCRIPTION:**

The Operations Shift Supervisor is responsible for ensuring production tasks are carried out safely, correctly and efficiently so that business goals will be met. This position is responsible to develop and lead a high performance team of operators.

### **ESSENTIAL POSITION REQUIREMENTS:**

- Assist in ensuring the safety and health of all personnel by fully supporting safety programs, training efforts and ensuring safety expectations are being maintained.
- Ensure area of responsibility is in full environmental compliance.
  - Maintain high standards of safety, cleanliness and order.
  - Organize and coordinate activities within a manufacturing unit.
    - Work with maintenance on a regular basis.
    - Assist with cost reduction efforts and process improvements.
- Ensure a high standard of quality workmanship along with continuous skill development.
  - Make decisions in emergency situations.
- Maintain harmonious relations with co-workers and operating teams while working within the union contract provisions and company policies.
  - Lead or assist in continuous improvement activities.

### **EXPERIENCE/EDUCATION REQUIREMENTS:**

- Post-secondary education in maintenance, engineering, technology, business or a related field.
- 3-5 years of progressive production experience in a unionized, industrial manufacturing environment. Paper industry experience strongly preferred.
  - Previous supervisory experience is desired.

### **SKILLS/COMPETENCIES REQUIRED:**

- Knowledge and skills in safety, production processes, productivity, cost controls and performance management.

- Strong aptitude for mechanical machinery and processes.
- Have the ability to work with all levels of the organization.
- Possess effective oral and written communication skills.
- Forward-thinking along with strong interpersonal skills.
  - Have effective planning and organizational skills.
- Strong analytical problem solving and leadership aptitudes.
- Capable of performing in a highly technical and flexible work environment.
- Successful candidates will be required to follow a 12 hour rotational shift schedule.

Relocation Covered- Yes/No	Yes
Why Open	Replacement
Travel Requirements	<5% minimal