

Angelus Block Company, Inc. Recruiting Profile

Position Title: Assistant Plant Manager	Immediate Supervisor: Plant Manager
Location: Burbank, Oxnard, Gardena, Rialto, Indio, Fontana, Orange	Department: Plant Operations
Job Classification: Salaried Exempt	

POSITION SCOPE:

Assists the Plant Manager in achieving plant metrics of safety, quality, production output, labor & overhead expenditures, and customer order fulfillment. Makes sure the plant follows all regulatory and statutory requirements, and operation employees follow all Angelus company policies. Takes leadership role and ensures all employees are trained and evaluated on all relevant policies, procedures, and SOPs. Under the direction of the Plant Manager evaluates, recommends, and implements applications of appropriate manufacturing technologies and equipment. Assumes leadership role and assists Lead persons in the day-to-day safety, quality, production, maintenance, materials, compliance, training, and auditing activities.

PRIMARY DUTIES & RESPONSIBILITIES:

- Ensures production performance to meet safety, quality, cost, and technology standards to fill customers' needs while maximizing productivity standards.
- Schedules human and technical resources to produce to plan within all budgetary limitations.
- Takes leadership role in implementation and maintenance of Lean, 5S, and other manufacturing initiatives at the direction of the Plant Manager.
- Participates in the hiring, orientation, and training for new production employees.
- Provides leadership and takes initiative to ensure all processes, activities and use of equipment is performed within a safe, clean, and organized environment.
- Be constantly aware of the process/workplace safety. Notify management to potential issues or shortcomings and provide solutions that are process friendly, cost effective and protect our employees.
- Responsible to ensure all production data input is transacted accurately and timely.
- Coordinates with other departmental managers to ensure operations are following all regulatory and statutory requirements.
- Creates an environment which supports teamwork and group participation; develops, coordinates, and motivates departmental inter-organizational teams.
- Assess employee skills and performance to identify training and remedial development needs; invests in employee career development through training and work assignments; assists the Plant Manager in decisions on staff promotions.
- Is a readily available resource and takes the leadership to solve production problems that impact safety, quality, output, resources, costs, and product availability.
- Under the direction of the Plant Manager, coordinates scheduling and activities for new product development, special projects, and plant upgrades to meet scheduled timelines.
- Provide support to improve process, and/or products.
- Support plant management and maintenance in the selection of proper components, engineered materials, and wear parts for maximum effectiveness and minimal cost.
- Be constantly aware of the process/workplace safety. Provide solutions to any and all discoveries of potential hazards and ensure the safety of our employees.
- Identify, resource and work with outside vendors as required.
- All other duties as requested or assigned.

JOB-RELATED QUALIFICATION STANDARDS:

Technical Skills & Knowledge

- Strong mechanical, electrical, and technical skills
- Knowledge of mechanical handling, conveying, hydraulic, pneumatic, mixing, curing, and packing equipment
- Critical thinking and problem-solving skills; demonstrated leadership skills
- Knowledge of basic OSHA regulations within a manufacturing/distribution environment
- Excellent interpersonal, written and communication skills; detail oriented
- Receptive and responsive to innovative ideas and suggestions
- Develop strategies, set priorities, and maps a course of action to achieve objectives
- Ability to lead, motivate, persuade, inspire, and build trust, consensus, and teamwork
- Good computer skills: Microsoft Office including Excel, word; manufacturing software, and AutoCAD is a plus
- Knowledge of Lean manufacturing and related tools is a plus

Education/Certificates/Licenses

- Minimum Bachelor's Degree in Mechanical or Industrial Engineering
- Bilingual is a plus

Work Experience

- A minimum of 5-8 years experience in a manufacturing environment; 1-year lean manufacturing environment experience is a plus
- Knowledge of concrete products desirable

Physical Demands

- General Manufacturing environment with a hands-on approach
- Standing, walking on the factory floor much of the day
- Lifting heavy materials, 70 pounds maximum

Mental Demands

- Organize and schedule work effectively
- Adaptive to change in a fast-paced environment with sometimes critical deadlines
- Work under pressure with quick priority changes
- Handle multiple tasks
- Work independently as needed
- Provide mentoring, problem solving, intervention, team building, motivating

PHYSICAL HAZARDS -- Health and Safety Concerns

- General manufacturing environment

Other Duties

- Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Angelus Block Company, Inc. offers a competitive salary.

Angelus Block Company, Inc. is an Equal Opportunity Employer.