MANUFACTURING SUPERVISOR – CELL MANUFACTURING
Job Description

Job Title: Manufacturing Supervisor – Cell Manufacturing
Department: Operations
Reports To: Manufacturing Manager – Cell Manufacturing
FLSA Status: Exempt
Effective Date: September 28, 2017

Position Overview:
EnerDel designs, builds and manufactures lithium-ion energy storage solutions and battery systems with a focus on heavy duty transportation, on- and off-grid electrical, mass transit and task-oriented applications. The Manufacturing Supervisor – Cell Manufacturing supervises Cell Manufacturing Production operations including planning, scheduling, and coordinating departmental activities to fulfill build orders, meet inventory requirements, and deliver quality products.

Essential Job Functions
- Process development and documentation of manufacturing work instructions
- Support prototyping activities of new product development
- Evaluates and solves production problems
- Supervises all production operations such as training, machining, processing and assembly
- Ensures effective employee relations
- Instructs on general safety procedures, monitors adherence to policies and practices and the use of PPE
- Manages departmental performance measures and provides regular progress reports to management
- Performs with accident investigations
- Maintains proper inventory levels
- Approves time off and time-keeping
- Performs other duties as assigned

Required Knowledge, Skills, & Abilities:
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, skills, and ability required.
- Preferred:
  - Bachelor's degree in engineering, manufacturing management or related field
  - 3-5 years previous manufacturing supervision experience
  - Intermediate to advanced skills with Microsoft Office and ERP (Great Plains/Microsoft Dynamics)
  - Excellent interpersonal and communication skills
  - Experience working with high performance teams
  - Strong high attention to detail and quality skills
  - Ability to assist in improving a system of production control, standard operating procedure, safety, quality control, and performance management
  - Ability to lead people and get results through others
  - Ability to maintain safe work environment
  - Ability to manage multiple tasks and or priorities and easily adapt to changing situations
  - Ability to multi-tasks and priorities easily to adapt to changing situations
  - Ability to perform problem analysis and problem resolution
  - Ability to work in a team environment
  - Working knowledge of production scheduling and shop operations
  - Working knowledge with product construction and application

Supervisory Responsibilities: Supervises Manufacturing Team - Cell

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by job holders within this job. This job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities or working conditions associated with the position.
Physical Requirements/Hazardous Working Conditions:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential work functions.

**Physical Demands**
- Standing
- Walking
- Sitting
- Lifting
- Carrying
- Pushing/Pulling
- Climbing
- Balancing
- Stooping
- Kneeling
- Reaching
- Handling
- Feeling
- Talking
- Eye/Hand/Foot Coordination
- Vibration
- Typing/Keyboarding

**Vision/Sight/Hearing**
- Vision-Far Acuity
- Vision-Near Acuity
- Vision-Depth Perception
- Vision-Peripheral
- Color Vision
- Listening/Hearing

**Environmental Conditions**
- Temperature Changes
- Infectious Disease
- Humid
- Noise
- Hazards
- Wet
- Hazardous Chemicals
- Blood/Body Fluids

**Physical Strength**
- Sedentary Work
- Light Work
- Medium Work
- Heavy Work
- Lifting up to 10 lbs.
- Lifting up to 25 lbs.
- Lifting up to 50 lbs.
- Lifting over 50 lbs.