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# Example of Shift Production Supervisor Job Description

Our innovative and growing company is searching for experienced candidates for the position of shift production supervisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for shift production supervisor

* Studies schedules and estimates time, cost, and labor estimates for products, services, and/or completion of job assignments
* Requisitions material required to meet production goals
* Interprets specifications, blueprints, and job orders to employees and assigns duties
* Examines assembled products to determine if items meet tolerance specifications
* Ensures failed products are repaired to meet specifications
* Recommends measures to improve methods, performance, and quality of product, and suggests changes in working conditions to increase efficiency
* Trains new workers in operation of equipment
* Maintains inventory records and requisitions ingredients/supplies as necessary to meet delivery schedules
* Evaluates materials and products to maintain organization standards
* Confers with other supervisors to coordinate activities between departments

## Qualifications for shift production supervisor

* Responsible for the work effort and the appraisal of personnel
* Adjusts flow of assembly line for efficiency and priority by utilizing best practices
* Oversees procedures used for assembly process meet engineering requirements
* Maintains and distributes assembly line output log to maximize production efficiencies
* Maintains shop appearance and cleanliness
* Supports and maintains safety procedures to ensure a safe and effective environment