



Example of Production Lead Job Description

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

Responsibilities for production lead

- Works in conjunction with the Shift/Production Supervisor to efficiently prioritize team efforts and to assure that quality and shipments are met and data integrity requirements are accomplished
- Monitors and updates the production schedule
- Responsible for ensuring employees are versed in proper procedures for operating machinery to mix or blend dry chemicals, or the extrusion of color
- Responsible for ensuring employees are versed in proper procedures regarding consumption or raw materials
- Provides leadership and expertise in the use of SAP procedures or processes
- Establishes and documents processing parameters and/or product characteristics to obtain optimum productivity, consistent quality of product and to meet the customer's specifications
- Functions as the "Go-To" person for the production area, product line or function, acting as a liaison with and providing feedback to management and all other support groups with respect to the operations
- Communicates with their Team procedural changes or quality issues
- Leads the team in all matters of safe work practices, housekeeping and environmental compliance
- Leads troubleshooting activities, facilitating contact and follow-up with support groups, such as Maintenance

Qualifications for production lead

- Must be detail-oriented, have strong reading, written, and verbal communication skills and solid problem solving abilities
- Serv-Safe and Forklift certification will be required (these courses will be provided by Dierbergs)
- Must have 2-3 years experience working in a structured sanitation environment performing all sanitation & supervisory duties
- Current associates must have an above average performance rating, a good attendance/tardy record and be recommended by their current Department Manager
- Must be proficient in all sanitation duties and the ability to operate sanitation equipment