

Example of Shift Leader Job Description

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Our company is hiring for a shift leader. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for shift leader

- Liaise with other team leaders on shift and on previous and oncoming shifts to identify and control production issues
- Cover for the Shift Manager, when needed
- Prioritising of workloads and rescheduling to meet customer requirements, preparing bays and planning in tool changes, ensuring layouts are correct, stillage's are available and the work instructions are present
- Assist the Shift Manager with Key Performance Indicator (KPI) improvement for your shift
- To lead team working, promote a positive work ethic and encourage the team
- Organise work allocation for your shift and preparing the handover to the next shift
- Assist in training/ coaching/ induction of new members of the team
- Responsible for the production of several process / unit lines
- Reviews daily/regularly plant operation performance and advises on changes in operation conditions that will improve efficiencies/quality
- Troubleshoots analyses operational problems and advises on the resolution

Qualifications for shift leader

- Three (3) or more years of supervisory experience with
- Two+ years' experience & knowledge in a Pulp Mill
- Good analytical and influential skills

- Happy working a 3 week shift rotation