



Example of Site Leader Job Description

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Our innovative and growing company is hiring for a site leader. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for site leader

- Provide high level of technical and operational recommendations in meeting productivity, material control, product quality, and customer service goals
- Design competency matrix locally, identify gaps and build future state roadmap
- Communicate the status of all Lean efforts to the Division LEAN Manager
- Organize Kaizen activities to eliminate waste in all office, factory and support functions
- Create an environment in which everyone regards health and safety as a personal accountability
- HR Business Partner providing subject matter expertise to site leadership ensuring alignment with business processes, company programs, and policies
- Lead site efforts around high performance work systems to obtain competitive agreements which promote continuing effective operations
- Lead Labor Relations on the entire Neenah campus in a way that achieves corporate and site objectives through the communication, implementation and promotion of World Class Manufacturing values, vision, mission and foundations
- Manage the compliance work associated with NLRB activities and all civil actions against the site
- Develop, implement and manage programs that ensure a favorable employee/labor relations climate sufficient to cause employees to consider the company/plant as a fair and equitable place of employment

Qualifications for site leader

- Prior experience supporting manufacturing and engineering teams and corporate staff functions in a decentralized environment
- SPHR certification or Advanced degree
- Minimum of 2 years of experience in EHS
- 4+ years of experience in EHS
- Six Sigma or CQE certification (Green Belt Level) preferred
- Minimum 3 years Process Validation Experience