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## **Example of Supervisor, Shift Job Description**

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

## Responsibilities for supervisor, shift

- Training / Certification on EHS/ISO/Lean Six Sigma
- 15 years for Diploma & 10 years minimum for CIPET graduate, with good hands on experience on compounding process with working knowledge on Mfg
- Good understanding on compounding/Extrusion process & trouble shooting
- Able to lead team of 20 Hourly/Contractor team members
- Shop floor leadership skill to lead shift operation team independently
- Basic knowledge on ISO/TS Quality Standards / Process Improvement methodology

## Qualifications for supervisor, shift

- Counting money accurately
- Ensure material reconciliation & batch booking as per finance compliance
- Co-ordinate with shift QC and maintenance for machine or process trouble shooting
- Lead shift team for various EHSS & Employee engagement initiatives
- Co-ordinate with SCM on RM planning & issue of required raw material
- Ensure required work force planning for his shift including job rotation & training