

Department: **Operations**

Managed By: **V.P. Operations**

Job Title: **Operations Manager**

The Operations Manager primary responsibilities is to lead operations through development, execution, and continuous improvement of lean strategies. Primary metrics are People, Safety, Quality, Productivity, and Delivery. The Operations Manager oversees manufacturing (and shipping) to make sure quality items are produced and shipped on time to customers due dates.

Responsibilities:

- Primary responsibility for overall profit and loss of business unit product lines.
- Develop and maintain compliance to all approved operating budgets.
- Maintain daily cost, schedule, and quality metrics on Production floor.
- Communicate and lead operations team through organizational changes. Provide motivation and leadership, and model behavior expected.
- Makes and executes decisions regarding assignments that support KPIs and cross-training. Responsible for developing high-performing, flexible team(s).
- Takes responsibility all lean activities within business unit product lines. Drives change and innovation. Builds continuous improvement culture within team(s).
- Participates in establishing departmental goals relative to labor utilization and department efficiency. Measures factory performance to the standard.
- Work closely with Business Unit Manager understand customer requests and grow the business.
- Support the development of new product introduction with tasks of the New Product Development Group and Sales.
- Provide the leadership and management necessary for the continuous improvement of the unit's processes and overall performance to objectives and goals.
- Responsible for the proper staffing and performance reviews of all business unit personnel.
- Support ISO facility implementation and recertification on a yearly basis
- Thorough knowledge of all manufacturing methods and techniques, and related equipment.

Basic Requirements:

- Bachelor's Degree in Production/Ops Management, Engineering, or related discipline.
- Minimum 5 years of progressive manufacturing experience and responsibilities, 3 years supervisory
- Strong understanding of shop floor control, production planning, and inventory control applications.
- Able to manage multiple tasks and or priorities and easily adapt to changing situations.
- Coaches the team to achieve excellence. Fosters a culture of teamwork.
- Highly detail-oriented and accurate.
- Strong organizational and problem-solving skills.
- Aptitude for learning new technologies.

Authorities:

- Enforcement of company policies, procedures, and processes
- To compose Corrective and/or Preventive Action where applicable
- Authorized to report problems according to corporate procedures.
- Has the authority to stop the manufacturing process if any unsafe conditions are present
- To enforce company Safety Requirements and Policies.
- Hiring and firing of all production personnel.

****Must be authorized to work in the U.S.****

International Trade Compliance Requirements (each point only if applicable)

- To conform to U.S. export control regulations, applicant should be eligible for any required authorizations from the U.S. Government
- Must be eligible to serve as an Empowered Official under the International Traffic in Arms Regulations (ITAR)

Work Environment:

While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time and an air-conditioned and heated office. The noise level is occasionally high.

Disclaimer:

The above information on this description has been designed to indicate the general nature and level of work performance by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Avionic Instruments is an Equal Opportunity Employer and encourages the application of female, minority, disabled and veteran candidates. candidates must be able to perform essential responsibilities with or without reasonable accommodations. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identify, or national origin. Due to the potential for exposure to ITAR controlled data, the incumbent in this role must be a US Person (US Citizen or US Permanent Resident). Interested candidates should submit their resume and salary requirements.