

Fresh INNOVATIONS CALIFORNIA, LLC.

Job Title: Production Lead

Position Summary

Provides support to the Production Supervisor and Production Manager by carrying out directives associated with the production needs for the day.

Responsibilities include but are not limited to:

- Coordinate with the production supervisor on what product will be ran and carry out orders to production personnel. This includes monitoring case counts and assisting with skew change overs.
- Work with the production crew to set up assigned line with material needed to begin the run. This includes but is not limited to boxes, totes, tape guns and labels.
- Act as a liaison between the supervisor and the machine operators when throughput is not being met. Leads are to identify what the cause is and act accordingly by either correcting the problem or asking the supervisor for support.
- Responsible for providing all on the job training to newly hired production personnel following new hire orientations. This includes issuing out task safety analysis and submitting them to the supervisor at the end of the shift.
- Report problems or concerns with quality, processes, equipment, materials, and labor to Production Supervisor.
- Monitor and manage breaks and lunches to ensure all personnel are being sent in a timely manner.
- Observe sorters and packers to ensure standards are being met.
- Participate on the line as part of the production team to assist and motivate the team to meet standards.
- Identify and support continuous improvement efforts with the Production Supervisor.
- Follow documented policies and procedures as designated by the company's Quality System.
- Maintain a clean and organized work area throughout the processing room by ensuring all personnel are keeping up with their cleaning duties.
- Other duties may be assigned.

Qualifications:

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- A minimum of five years of experience in Electrical Maintenance
- Knowledge of advanced electrical components and their function
- Previous mechanical/electrical training or certification is a plus
- Knowledge of how to maintain and operate an ammonia refrigeration system maintenance.
- Knowledge of how to maintain and operate vertical form and fill baggers and scales.

Education/Experience:

Bachelor's degree in Engineering, Industrial Management, Manufacturing, Production Operations Management or equivalent field of study.

Language Ability:

Ability to read and interpret documents such as CAD drawings, blueprints, electrical diagrams, etc. Ability to write routine reports and correspondence. Ability to speak effectively before groups of investors, vendors, customers, or employees of organization. Bi-lingual Spanish preferred

Math Ability:

Ability to calculate and understand figures and amounts such as percentages, area, discounts, interest, commissions, proportions, volume capacities and financial proformas. Ability to apply simple financial concepts areas relative to the position.

Reasoning Ability:

Ability to solve practical and complex problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills:

To perform this job successfully, an individual should have knowledge of Microsoft Word; Microsoft Excel; and Microsoft PowerPoint and various internet communication software as well as syndicated data understanding.

Equipment:

Desktop Computer
Cell phone
iPad

Supervisory Responsibilities:

N/A

Work Attributes and Environment:

The work attributes and environment characteristics described here are representative of those an employee encounters and must perform while executing the essential functions of this job.

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- Time management to prioritize multiple duties.
- Attitude: Approach all opportunities with a positive can-do attitude.
- Data-driven: Makes timely and effective decisions using data.
- Hands-on: Willing and able to jump in at all levels of the business to build and develop people, systems, and processes.
- Change Leadership: Initiates and/or sponsors change efforts; aligns resources; overcomes resistance and engages, or motivates, others to implement and sustain change efforts where needed.
- Results-oriented: Does what is necessary to improve performance; balances the resources to produce desired outcomes; tracks and monitors performance.

While performing the duties of this job, the employee is maybe exposed to wet or humid conditions (non-weather); may work near moving mechanical parts; and be apart to outdoor weather conditions. The noise level in the work environment is usually low to moderate.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk, listen, walk, sit, stand, lift, or move up to 80 pounds. The employee is moderately required to stoop, kneel, crouch, or crawl.