

## **Production Control Manager**

Fully responsible for manufacturing floor activities, project based material planning and successful integration of newly designed industrial x-ray inspection systems according to customer requirements and established delivery schedules

### **Job Description:**

- Successfully manage all manufacturing floor activities and establish production schedules according to established project schedules
- Manage a team of five (5) production and material control personnel.
- Responsible for ensuring all required material is ordered, received and released according to production schedules
- Effectively use the Company ERP system as a tool to meet objectives
- Oversee production, shipping, receiving and inventory functions to ensure proper movement of material into, within and out of the facility and the real time synchronization of the ERP system with actual physical location of material
- Direct point of contact for Engineering, Purchasing and Project Management with regard to system designs and scope of work, material requirements and schedules.
- Ensure complete understanding of final deliverable to customer via review of technical proposals, design drawings/schematics and BOMs to ensure built systems meet requirements.
- Review impact of all pending Engineering Change Requests upon schedule and material requirements.
- Identify and validate new fabricators
- Ensure fabricators provide quality components per designs and according to schedule requirements.
- Coordinate and work directly with fabricators, management, and logistics teams to schedule, expedite, and track deliverables to ensure customer commitments are met.
- Manage all "WIP" staging areas
- May be required to provide hands-on support to manufacturing team, logistics team, and/or material control team
- Occasional travel to fabricator and supplier locations to inspect material and components

### **Essential Skills:**

- Bachelor's Degree in a technical discipline or equivalent
- Minimum three (3) years' experience managing capital equipment system integrations or equivalent production control management experience for a like size organization.
- Familiarity running ERP planning and production control modules for project specific requirements (not according to forecast)
- Experience working with BOMS and ability to read blueprints, wiring diagrams and to identify electro-mechanical components
- Strong communication skills that will allow for effective oral and written communication.

- Strong mechanical aptitude
- Must be highly organized and able to multi task in an extremely dynamic environment
- Proficiency in MS Office applications and prior experience working with an MRP or ERP system
- Must have sound decision making skills with the ability to exercise good judgment
- Clean, valid driver's license with the ability to become certified as a forklift operator
- Must be a US citizen or permanent resident

**Non-Essential Skills:**

- MS AX experience
- Prior experience working with fabricators and subcontractors
- Familiarity working according to quality standards and procedures
- Prior experience working for a capital equipment or electro-mechanical system manufacturing Company.

**Physical Demands:**

- Regularly required to sit, walk, bend and stand in an industrial environment
- Expected to effectively communicate in person, on phone, and via email and other electronic devices on a continual and repetitive basis.
- Will need to repeatedly use hands to finger, handle, feel and operate standard office equipment, hand tools and other related industrial equipment
- Day to day responsibilities will require lifting, moving, carrying and maneuvering materials up to 50 pounds alone; heavier with assistance.
- Specific vision abilities required include close vision, distance vision and the ability to adjust focus.
- Ability to operate forklift and other manual and mechanical material movement machines

**Mental Demands:**

- On a regular basis, will be required to:
  - use written and oral communication skills
  - read and interpret data, information and documents
  - analyze and solve non-routine and complex office administrative problems
  - be creative, make judgements, use reasoning and make decisions
  - observe and interpret situations
  - learn and apply new information or skills
  - perform detailed work on multiple, concurrent tasks
  - work under intensive deadlines with frequent interruptions
  - interact with internal and external customers holding positions from a wide array of disciplines and organizational hierarchy levels
- Must be able to fulfill essential job function in a consistent state of alertness and safe manner