**Job Title: Manufacturing Supervisor ‐ Coftec**

**Department: Coftec ‐ Manufacturing**

**Reports To: Project Manager**

**Job Summary:**

The Manufacturing Supervisor is responsible for overseeing the production process of containerised water units, skids and other related new and existing Coftec products. This role entails managing a team of specialist trades and/or workers, ensuring that production targets are met, maintaining quality standards, and adhering to safety regulations.

**Key Responsibilities:**

· Production Oversight: Supervise the manufacturing process of containerised water units, skids, etc,

ensuring timely completion of production targets.

· Team Management: Lead and motivate the manufacturing team which may have a dotted reporting

line, scheduling shifts, assigning tasks, and monitoring performance.

· Quality Control: Implement and maintain quality control measures to ensure that all products meet

required ISO standards and specifications. Complete, file and maintain quality control documentation

on the products and weekly/daily reports as required.

· Equipment Maintenance: Oversee the maintenance and repair of any manufacturing equipment,

ensuring minimal downtime.

· Inventory Management: Coordinate with the supply chain department to manage inventory levels of

raw materials and finished products.

· Actively collaborate with key departments such as Procurement to ensure the timely availability of

raw materials and Engineering Design for the seamless integration of new product features or

improvements into the manufacturing process.

· Safety Compliance: Enforce strict safety protocols and conduct regular safety training for everyone

working in the manufacturing team regardless of if they are direct reports or not.

· Continuous Improvement: Identify opportunities for process improvement and cost reduction,

implementing new strategies to enhance efficiency and productivity. Implement and use the last

planner program for the manufacturing team.

· Reporting: Prepare and present regular reports on production metrics, issues, and achievements to

senior management on a daily, weekly and monthly basis.

**Qualifications:**

· Proven experience (3‐5 years) in a supervisory role in a manufacturing setting, preferably in the water

treatment or construction related industry.

**Skills:**

· Strong proven leadership and team management skills.

· Excellent communication and interpersonal abilities both written and verbal.

· Proficient in production planning and quality control principles.

· Strong knowledge of health and safety standards and compliance in manufacturing environment.

· Excellent problem‐solving and decision‐making skills.

**Work Environment:**

· This role requires working in a manufacturing plant environment.

· The supervisor may be exposed to the noise and activity of a busy manufacturing environment.

· The role involves standing for extended periods and will require lifting of materials.

**Other Requirements:**

· Willingness be flexible with hours, including weekends if necessary.

· Ability to handle fast‐paced environments.

· Full clean driving licence.