

Job Description

Production Supervisor

4-5 Yrs

About General Aeronautics:

At General Aeronautics (GA) we are passionate about flying objects! GA founders are pioneering aeronautical technologists, who believe in designing and building indigenous aerial vehicles. We are unwavering in leveraging tech to address complex social needs. We are currently focused on building unique solutions for the Agriculture, Medical and Logistics sectors.

About the Role:

We are looking for a passionate and experienced individual to join us as a Production Supervisor. Your main task for this role will be to establish and monitor the activities of daily production activity. As a production supervisor, you will be responsible for developing plans and delivery schedules to align with production demand. Besides, drive continuous improvement in GA's products and processes. Keep track of training for Line and QC staff and recommend training needs to Manager

Key Purpose and Accountabilities:

Primary activities – responsible to manage all the production activities to deliver uninterrupted production supply.

Major Duties:

- Plan and execute the daily production activities, oversee the production team to deliver the daily target.
- Generate daily, weekly, and monthly reports and send the progression to management.
- Troubleshoot and resolve production issues, manage employees, and shift schedules
- Involved in hiring, training, and onboarding technicians.
- Responsible to develop the production plan and executing as per the monthly production demand.
- Responsible to meet the production targets, escalating production issues, and liaising with all stakeholders to achieve smooth process flow.
- Prepare and maintain all records and logs of tools lists, production-related documents.
- Monitor workplace safety and strive to prevent injuries and accidents.
- Support manufacturing and assembly activities by maintaining and writing production reports and records.
- Prepare training materials, keep detailed records of employee shifts and hours worked.
- Perform or assist internal audits to comply with company policy.

Other Duties:

- Follow all relevant departmental policies, processes, and procedures so that work is carried out in a controlled and consistent manner while delivering a world-class service.
- Contribute to cost-efficient usage of all applicable resources to reduce wastage and unnecessary expense.
- Manage self and identify opportunities to take part in change initiatives, programs and projects that reflect international best practices and changes in the competitive environment.
- Adhere to all relevant HSE procedures, instructions, and controls so that GA provides a safe, world-class, secure, and environmentally responsible service to customers, the public and its own people.
- Identify opportunities to drive continuous improvement in one's scope of the area.
- Responsible for Zero-Accident in production environment.

Experience, qualifications, skills required:

- Diploma/Degree in engineering
- 4+ years relevant experience in a similar role
- Experience in supervising, reporting, production, assembly process, SQCDP report, demand forecasting, people management, Zero NC, FIFO and Lean Manufacturing.
- Handling production issues, Quality outcome, On-time Delivery.
- Inventory Planning and checking stock as per production plan. Raise alarms as appropriate.
- Excellent communication skills and technical presentation skills for group and one-on-one presentations
- Proficiency in Cloud-based ERP, ZOH0, and Microsoft Tools.

Other Requirements:

- Travel: If required
- Physically able to independently lift and move 25-30kg of instruments, using appropriate tools.

Contact : jobs@generalaeronautics.com