

Director of Manufacturing Operations

Job Title:	Director of Operations	FLSA Status:	Exempt
Department:	Manufacturing	Reports To:	President
Location:	Horicon Wisconsin	Company Size:	Approx. 50 employees

Summary

The Director of Operations leads, directs and manages overall manufacturing and support activities for manufacturing operations; including production, supply chain, quality assurance, manufacturing engineering, and facilities maintenance. Is a key member of the Marlin Executive Team, focusing on strategic planning and achieving profitable growth.

Essential Duties and Responsibilities

This list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities, as management may deem necessary from time to time.

1. Accountable for the full range of operations of the organizational unit, providing operational guidance and analyzing and appraising the effectiveness of all operations
2. Develop and execute multi-year plan to drive growth
3. Direct planning and process development, equipment selection oversight and overall manufacturing performance to maximize profitable growth
4. Responsible for company facility and equipment including capital budget proposals
5. Develop and controls budgets for all operations activities
6. Manage purchasing, production, quality, manufacturing functions and develop manager's skills
7. Establish functional policies and makes tactical decisions within overall strategic direction, with top management guidance
8. Responsible for improving efficient and economical production within established manufacturing costs and maintaining the high quality and on time delivery
9. Contribute to strategic direction of the company through active participation on the Executive Team
10. Regular attendance is an essential function of every position in the organization

Supervisory Responsibilities

This job has supervisory responsibilities: Demand Fulfillment Manager, Production Supervisor, Continuous Improvement Engineer, Purchasing Manager, and Maintenance Supervisor.

Also, day to day coordination with Quality Department.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

- **Problem Solving** - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.



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- **Project Management** - Develops project plans; Coordinates projects; Communicates changes and progress; Completes projects on time and budget; Manages project team activities.
- **Supervision** – Ability to develop achievable goals with reports in support of strategic objectives. Effectively communicate progress and encourage their continued development.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed herein are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Bachelor's degree in Engineering with 10+ years of experience; Master's degree or equivalent preferred.

Experience with Epicor ERP or equivalent system

Strong Manufacturing experience, electronics a plus

Applicants must be US Citizens