



CNC LATHE LEAD

Garfield Hts., OH

OBJECTIVE: Oversee and ensure the timely production of quality material for our customers; including optimization and standardization of machining requirements.

JOB RESPONSIBILITIES, including, but not limited to:

- Ensure OTD by prioritizing the orders according to business demands to meet the customer's needs
- Oversee and monitor the operation of machining to produce product according to print specifications
- Create an identification/manufacturing of existing options "Book" - one per department
- Coach, counsel and guide employees to daily success
- Required Cross training - VTL/Haas/Emco/Fanuc
- Communication with Sales Managers for all requests with nonstandard lead times
- Daily hand-off of work load to 2nd shift
- Responsible for Individual projects (weekly meeting with your manager)
- "Lead group" Projects (weekly meeting with your manager)
- Attend weekly production stand-up meetings
- Lead safety initiatives, ensuring proper PPE is worn at all times, monthly safety video attendance, etc.
- Approve payroll and PTO for direct reports;
- OT to be managed, only approved over time to be worked
- Track and approve Perfect attendance reports for HR every period (4 months).
- Lead warehouse productivity initiatives to improve employee and material handling efficiency
- Log routine preventative maintenance on equipment
- Deliver Quarterly Forward Focus Initiatives to HR by the 15th of the following month
- Enforcing System Seals policies and procedures, including monitoring breaks & lunches (restricting excess cellphone usage/ smoke breaks, etc.)
- Machining as necessary; other duties as assigned

REQUIREMENTS:

- High School Diploma or equivalent
- Minimum 5 years CNC experience or completed
- Proficiency in Math and attention to detail
- Experience with writing/editing CNC programming
- Ability to run more than one (1) machine at a time, when needed
- Mandatory overtime required, as necessary
- Ability to cross train others on job responsibilities
- Team player

PHYSICAL REQUIREMENTS:

Sit [25%], Stand [75%], Lift [over 50 lbs], Walk, Bend, Stoop, Reach, Push & Pull, as well as Finger/Hand dexterity

Systems Seals, Inc. is an Equal Opportunity Employer and offers a Drug-free Work Environment
Qualified candidates: Please send your resume to Phyliss@systemseals.com