

## Production Supervisor - PVC/HDPE

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Company: Open Mind

Location: Luanda

Category: other-general

### **Educational Background:**

A bachelor's degree in a relevant field such as Industrial Engineering, Manufacturing Management, Operations Management, or a related discipline.

Additional certifications or training in Lean Manufacturing, Six Sigma, or Production Management would be beneficial.

### **Responsibilities:**

Collaborate with the Factory Manager to discuss plans following the SOP meeting and align production activities accordingly;

Conduct monthly Bill of Materials (BOM) reviews for accuracy to ensure the completeness of Mass Balance;

Perform weekly stock takes in all Work-in-Progress (WIP) warehouses to manage inventory efficiently;

Monitor Overall Equipment Effectiveness (OEE) targets in all manufacturing divisions and ensure adherence;

Assist in ensuring manufacturing expenses align with the budget;

Contribute to the development of Work-in-Progress (WIP) standards for each manufacturing division;

Effectively manage manpower allocation in line with production requirements;

Effectively manage and control waste within the manufacturing divisions;

Assist in developing Divisional and Site Competency Skills Matrix;

Assist with cross-training initiatives between divisions and departments;

Contribute to the development of site standards for internal and external facilities at the Company;

Monitor and ensure adherence to 5S standards in the workplace;

Act as a representative for responsible manufacturing divisions in all Kaizen activities;

Assist in developing Divisional Audit sheets for Kaizen compliance and ensure adherence to standards;

Ensure effective communication within and between manufacturing divisions;

Contribute to the effectiveness of human resources within the manufacturing division;

Oversee maintenance control within the manufacturing divisions;

Ensure the quality control of products within the division;

Undertake assigned business improvement tasks that support value-adding initiatives;

Understand production requirements in all divisions and assist in efficient manpower allocations;

Assist in post-breakdown reviews and develop action plans to eliminate recurring issues;

Communicate departmental budgets and expenses MTD performances;

Set and adhere to pre-determined WIP targets for each division in collaboration with the Operations Manager;

Ensure adherence to procedures and communication channels for effective control of

human resources;

Ensure timely management and closure of preventive and corrective maintenance tasks to avoid production interruptions;

Ensure adherence to procedures related to the quality control of the production process;

Be evaluated based on willingness, cooperation, initiative, and the quality of completed work.

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