



POSITION: VP Manufacturing

LOCATION: Dallas, PA

POSITION STATUS: Exempt/Salaried/Non-Union

REPORTS TO: Chief Operating Officer

COMPANY: OPM (Offset Paperback Mfrs., Inc.) is a leading manufacturer of printed products owned and structured as part of the Bertelsmann worldwide group of companies with two manufacturing locations in the Wilkes-Barre, PA geographic area. We are seeking the right talent to join our management team in support of production operations at our Dallas Plant. Our team members are eligible for valuable contributions through competitive salaries and comprehensive benefits that include medical/dental/vision/life insurance, 401(k), flex spending accounts, and an Employee Assistance Program—all in an environment that encourages personal and professional growth and rewards innovative thought.

Scope: Overall responsible for strategic and tactical planning, organizing, staffing, directing, measuring and controlling the manufacturing function of the company. Major emphasis is on assessing the company's operational performance and developing/implementing processes, procedures, systems and business disciplines necessary to continually support, improve and diversify the business. Accountability for driving plant productivity, activities to meet strategic business goals, meet/exceed financial performance targets and provide on-time delivery of quality product to the customer. Key operational dimensions include a 250,000 square feet manufacturing print facility utilizing Cold-set Web Offset and Sheetfed technology, with 450 employees in a Union environment.

Essential Duties & Responsibilities:

- Provide leadership and strategic direction to Operations to include manufacturing, production planning/scheduling, engineering and maintenance functions consistent with and necessary to achieve business goals, plans and initiatives.

- Formulate policies, programs and objectives affecting the production schedule, product quality, cost of manufactured product and capital efficiencies.
- Lead the development/implementation of the manufacturing plan/budget, including metrics and drivers for measurement against plan.
- Oversee Maintenance, Engineering and Program initiatives and activities in support of manufacturing inclusive of capital projects, preventative maintenance, cost reduction, productivity and quality improvements.
- Identify systems, tools and processes required to improve efficiency and effectiveness of manufacturing functions and promote team collaboration required to implement.
- Coordinate with Purchasing and Inventory Control functions to ensure quality & reliability, timeliness and availability of materials used in the manufacturing process and in support of plant operations.
- Review and approve adequate plans for the control of planned production outputs, budget spending, material efficiency, maintenance/engineering effectiveness and capacity planning.
- Participate in the development of quality metrics and process control in cooperation with Quality Assurance to ensure achievement of quality standards, reduction of process variation and continuous improvement.
- Collaborate with Sales and Customer Service functions on new product development, rapid manufacturing response to new customer first orders, and resolution of customer complaints.
- Collaborate with other functions and USA Print Group to develop and execute business plans and create manufacturing synergies, optimization of capacity, revenue and margin growth and make strong cases for investment as required.
- Provide leadership in promoting/maintain the Safety & Health of the workforce and ensure compliance with all federal, state and local laws/regulations regarding Environment, Safety and Health.
- Develop and mentor staff with leadership directed at promoting/achieving an organizational environment of open communications, high performance, continuous improvement and commitment to quality and the customer.
- In conjunction with Senior Management and Human Resources, work to achieve/maintain a motivated productive workforce and favorable labor relations.
- Other duties as assigned.



Background Requirements:

- Minimum 15-20 total years progressive experience in high volume/speed automated manufacturing environments, printing and/or binding experience required.
- Minimum 5-7 years leading overall manufacturing function in larger (250+ employee) facility with direct accountability for manufacturing financial performance.
- Bachelor's Degree- Engineering or Business combined with technical training preferred.
- Proven track record of achieving profitability via driving cost reduction, process/system/productivity improvements and technical creativity.
- Extreme commitment to high quality, on time delivery and ultimate satisfaction of customer.
- Strategic and tactical thinker with hands-on management style.
- Ability to motivate and develop staff and inspire workforce to embrace change.
- Strong communications skills with effectiveness across all organizational levels.
- Proficiency Microsoft Products.

TO APPLY: For the VP Manufacturing position apply in person or forward resume and cover letter to:

Offset Paperback Mfrs., Inc.
Human Resources Office
human.resources@opm.com
2211 Memorial Highway
Dallas, PA 18612