

## Web Press Supervisor

Job Description: Planning, coordinating and supervising the production activities of the web press operations, communicating with previous supervisor status of equipment, manning and job priority.

### **Essential Functions:**

- Reporting manufacturing results, technical development and problems areas with recommendations for improvements to the Manager.
- Responsible for directing and controlling the production of the web pressroom to produce within established budgets, a saleable product, which meets customer delivery and quality specifications.
- Working with associated production and service departments to review related activities to assure orderly, efficient flow of production;
- Establishing shift plan based on schedule, equipment and manning.
- Touring all equipment and distributing daily shift plan.
- Giving color and registry “OK’s” to press operators.
- Making periodic quality checks at the presses.
- Assisting with equipment, production and personnel problems.
- Interacting with maintenance mechanics regarding equipment problems.
- Gathering production run data and transferring information to the master production log.
- Any other duties required achieving and maintaining a high level of quality and productivity.

### **EXPERIENCE AND QUALIFICATIONS**

- 5+ years of experience in manufacturing operations
- 3+ years supervisory experience
- Knowledge of press operations
- Computer skills
- Ability to work in a fast-paced environment and able to meet deadlines
- Knowledge of press operations and equipment