**Production Lead – Aurora, OR**

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Work with supervisor and other team leads to manage and prioritize staffing assignments to ensure customer demand and the production schedule are met
* Use basic problem-solving skills to ensure stable operation of the production line
* Report problems or concerns with quality, processes, equipment, materials and labor to Production Supervisor or Production Manager
* Observe, maintain, coordinate and complete standard work
* Complete lot acceptance activities for assigned production line
* Update production metrics and facilitate regular team communication
* Identify and support continuous improvement efforts with Production Supervisor
* Participate as an active member of the production line, if needed
* Follow documented policies and procedures as designated in order to assure quality
* Follow detailed product spec instructions, processes and procedures
* During production flow, ensure that the product meets quality standards and spec instructions
* Approve finished products by confirming specifications; conducting visual and measurement tests; coordinating with production supervisor or manager to return products for rework; confirming rework
* Complete required documentation relating to business or regulatory requirements
* Maintain a clean and organized work area to facilitate manufacturing functions

**MINIMUM QUALIFICATIONS AND EXPERIENCE REQUIREMENTS**

* High school diploma and 5 years of related lead experience specifically in a manufacturing environment, or equivalent combination of education and experience
* Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals
* Experience with Microsoft Office (Word, Excel, Outlook)
* Ability to communicate effectively through oral and written communications in English
* Ability to analyze and solve problems
* Ability to work with others collaboratively
* Strong organizational skills

**LOCATION AND HOURS**

18745 Butteville Rd.

Aurora, OR 97002

This position is full-time, not exempt from overtime. The scheduled shift for this position is: Sunday through Thursday, 07:00 a.m. – 5:00 p.m. Overtime is required.

**IN ORDER TO APPLY:**

Resumes must be submitted either through this website or via email ([jobs@marionag.com](mailto:jobs@marionag.com)). No phone calls, please. Applications may be picked up in person and submitted in person at *9400 St Paul Hwy NE, Aurora, OR 97002.*

**DATE POSTED**

January 31, 2022