



Job Title: Team Lead / Production Supervisor

Overview:

Responsible for direction and supervision of all bottling, finished wine, and sanitation personnel. Ensure that the bottling operation meets or exceeds daily scheduled work assignments, in a safe and efficient manner, within the quality guidelines of the winery.

Responsibilities:

- Maintain a no lost time safety record through creative motivation, leadership and accountability
- Responsible for the training of all assigned employees in qualification and proficiency in bid classification
- Expected to identify high performing operators and mentor and encourage development toward eventual qualification as sub-foreman and foreman
- Mentor sub-foreman and foreman as they develop their leadership skills, equipment operation, technical and process knowledge
- Responsible for the production of the highest quality product at the lowest possible cost
- Assist in planning and execution of weekly production schedules
- Accountable for the accuracy and completeness of all production logs, employee time approval, and production line staffing
- Minimize unscheduled production downtime using organizational skills, resource allocation, equipment knowledge and root cause analysis
- Responsible for all assigned company equipment, spaces, and materials
- Recommend changes in work methods, process, and equipment to reduce cost and/or improve the quality of production
- Enforce the company's work rules and Bargaining Unit Agreement in a fair and non-partial manner
- Ensure that the bottling environment and equipment are kept in a clean, neat and orderly appearance
- Maintain a close working relationship with Production Planning, Maintenance, Quality Assurance, Shipping, and Cellar operations
- This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned

Qualifications:

- Technical College degree preferred
- Demonstrated leadership skills
- Desire to learn
- 3-5 years supervisory, team related experience
- Ability to set priorities and work independently within set guidelines
- Strong knowledge of production/manufacturing operations
- Strong mechanical aptitude
- Desire to stay current with changes in production procedures and techniques
- Strong written and oral communication skills
- Strong attention to detail and the ability to determine the root cause of the problem
- Ability to interface with subordinates; peers and senior leadership
- Computer skills, specifically MS Office applications
Good written and verbal communication skills
- High school diploma or equivalent
- Support and model winery operations. Develop related communications documents.
- Must embrace and demonstrate The Wine Group Core Values - Performance, Empowered and Cost-mindful, and keep them in mind when making all decisions
- Primary work activities are within an office environment
- Position will be exposed to indoor and outdoor environments with varying noise levels
- Ability to perform tasks requiring bending, stooping, standing, and twisting in the performance of various tasks in a production environment