

Since 1928



**HOWARD
INDUSTRIES**
Architectural Signage Systems

Job Description – Plant Foreman, Exterior Division

Overseeing the entire production process, from planning to completion. Ensuring production goals are met while maintaining quality standards. Managing production schedules and resource allocation. Collaborating with cross-functional teams to optimize processes.

Education/Experience

Minimum:

- A high school degree or GED equivalent is required
- Five (5) years of experience in metal fabrication and machining experience within the manufacturing industry
- Three (3) years of leadership experience

Preferred:

- Secondary education in drafting and design and/or the engineering field
- Five (5) years of production and leadership experience

Major Responsibilities

- Directing the team of employees for the following departments, Fabrication and CNC Machining, ensuring that all production is running per company direction
- Responsible for being the subject matter expert on all exterior sign manufacturing processes, as well as the understanding of machinery
- Have an understanding of drawings, dimensions, angles, spacing and structural stability
- Ensure that all work orders are being quality checked and that all products being completed are 100% correct and meet the company's quality standards
- Prioritize work orders with shipping date and production time
- Always thoroughly inspect your work to guarantee a superior finished product
- Hold training and continuous training programs
- Maintains the condition of your work areas, keeping it free from trash and other unnecessary equipment
- Must understand Lean Manufacturing and always be working towards continuous improvements
- Formulates new and innovative methods of product development
- Ensures all company safety policies and procedures are being followed

Universal Tasks and Responsibilities

- Exhibits and promotes behavior indicative of effective team functioning
- Maintains safe, clean and an organized workstation
- Performs any other task or assumes any additional responsibility to facilitate the manufacturing process or better the company as a whole
- Interacts with other departments' employees respectfully and effectively

Competencies/Skills

- Drafting and design
- CNC programing
- All forms of welding
- Attention to accuracy and details
- Strong leadership
- Motivation
- Must be reliable, punctual, accountable, proactive and show initiative
- Safety awareness
- Good eyesight (corrected or uncorrected) and the ability to distinguish color is necessary
- Must be organized, innovative, adaptable and possess technical aptitude
- Demonstrates impeccable attention to detail and dexterity