Position: Production Manager

Job Description
The primary role of the Product Manager for the Fluidics Division is to plan, organize and control production for the Fluidics Division to ensure safe, efficient and effective operation and that all products are produced efficiently, on time, within budget and to standard. This role reports to the President of ISSYS.

This requires overall coordination of production, scheduling, health and safety, quality assurance, coaching and development, and continuous improvement activities within the process areas. Responsible for leading the plant in its mission to meet or exceed all of our customer's expectations while meeting process metrics. The Production Manager complies with policies, regulations and values for safety, quality, environmental and financial stewardship.

Objectives
- Defines goals, improve technologies, and resolve problems in conjunction with managers across the organization.
- Translate customer requirements into state-of-the-art manufacturing strategies and processes, resulting in cost-effective processing and profitable manufacturing of company products.
- Develop operations-related plans, budgets, and policies and procedures.

Responsibilities
Drive manufacturing performance by directing all production in the plant, to meet schedules that allow for superior customer satisfaction and high plant efficiency by establishing and executing operating plans and objective

Implement and control the production schedule;
Review and adjust the schedule where needed;
Determine the human and material resources required;
Manage human and material resources to meet production targets;
Make decisions about equipment use, maintenance, modification and procurement;
Support business and technical aspects of capital project improvements.

Provide plant floor supervision and leadership to ensure compliance with all company quality standards.

Work out and implement standard operating procedures for production operations;
Ensure that standard operating, health and safety procedures are adhered to;
Monitor quality standards of products and implement and enforce quality control and tracking programs to meet quality objectives;
Analyze production and quality control to detect and correct problems;
Determine and implement improvements to the production process.

Establish process metrics and develop a system to achieve and maintain performance at targeted level.

Prepare and maintain production reports;
Set and manage production budgets and costs;
Maintain financial stewardship through the execution of budget planning and cost control to help meet projected profitability targets and business results; Direct process capability and efficiency efforts to reduce overall operating costs and improve plant operations. Lead corrective action and problem solving activities and participate in continuous improvement activities.

Build and maintain positive relationships with internal and external customers.

Ensure efficient collaboration and coordination between relevant departments including procurement, distribution and management.

Drive and champion risk reduction activities.

Staff, manage, coach, motivate, train and assess performance of production and operations employees, both exempt and nonexempt by review the performance of staff and organize necessary interventions for improvement.

**Education and Experience**

- Bachelor's Degree in Business Administration, Engineering, Management or other technical.
- -5+ years demonstrated leadership experience in a manufacturing environment.

**Other Qualifications**

- Experience with Operational Excellence programs and Continuous Improvement in leadership and contributing roles.
- Must have excellent communication, problem solving, and organizational skills; including the ability to interface with internal & external customer contacts. Must be able to communicate to all levels of the organization.
- Must possess a high level of initiative and independent decision-making ability.
- Establish and maintain facility environmental, safety, and health standards to minimize employee and community exposure.
- Must possess solid computer skills and working with production software, excel spreadsheets and other reporting applications.
- Knowledge of quality systems and standards with a focus on creating improvement standards that are based on the practices of root cause analysis.
- Knowledge of engineering and technology principles and practices is a plus.
- Knowledge of business, finance and management principles as well as the ability to review and comprehend financial reports is a plus.

**Company Background**: ISSYS is a leader in advanced MEMS technologies for design and manufacturing of industrial, medical, microfluidic and scientific analytical sensing applications. Founded in 1995, ISSYS is one of the oldest independent MEMS companies in the US. ISSYS operates a comprehensive, state-of-the-art MEMS fabrication facility located near Ann Arbor, Michigan. ISSYS is currently certified for ISO 9001:2008, EN13980:2002 for its ATEX (intrinsically safe products), and ISO13485:2003 standard for Class III medical devices. ISSYS is a vertically integrated company dedicated to developing and manufacturing system-level products based on MEMS technology (MEMS Inside), please visit: http://www.mems-issys.com/

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