

Grassland Dairy Products, Inc.  
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## **PRODUCTION TEAM LEAD**

### **Full-Time, Permanent**

Greenwood, WI

The production team lead will act as support and relief personnel to the production supervisor concerning the overall safety, quality and efficiency of shift operations. This individual is expected to conduct themselves in a matter which promotes the overall continuous improvement of the department and their staff.

### **Essential Duties and Responsibilities:**

- Comply with, and implement, good manufacturing, safety and quality assurance practices
- Provide departmental oversight and absence relief for production supervisor
- Provide troubleshooting and equipment/process support to operators throughout the department
- Verify quality control points
- Communicate and execute daily production goals and objectives throughout the department
- Assist with employee scheduling, along with production scheduling
- Assist with the completion of appropriate training and development of staff
- Resolve employee complaints, complete staff evaluations including discipline and/or rewards for performance
- Conduct regular safety and quality meetings

### **Knowledge, Skills and Abilities:**

- Exceptional attention to detail and strong organizational skills
- Ability to adapt effectively within a continually changing and demanding environment
- Ability to identify process and equipment deficiencies throughout the department
- Must be able to demonstrate an ability and willingness to communicate effectively in order to maintain high levels of safety, quality and efficiency
- Properly communicate and follow standard operating procedures and company guidelines
- Must be able to demonstrate effective prioritization, delegation and control of staff and processes
- Basic computer skills, including Microsoft Office
- Ability to work with sanitation chemicals common to the food manufacturing industry

### **Education/Experience:**

- High School Diploma or General Education Degree (GED)
- 5 years of experience in a manufacturing environment

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