

## Operations Supervisor

### Position Overview

Position is responsible for the immediate operation of the assigned area to include the supervision of operations personnel. The position maintains safety and quality standards while optimizing production efficiency. Position facilitates work teams to maintain continuous operations and production in desired quantity and quality. Primary supervision of employees covered by the Collective Bargaining Agreement.

All positions at Sonneborn require a personal commitment to the Core Values of the organization:  
***Safety, Integrity, Innovation, Excellence, Respect, Teamwork, and Courage***

### Essential Job Functions

- Uncompromising attitude towards the safe work performance of the organization, its employees and those who visit.
- Position supervises bargaining unit employees and may supervise administrative employees to perform work safely, efficiently and to a quality standard.
- Position coordinates the plant production demands with various departments; investigates and directs correction of equipment and operational problems; ensures an adequate spare parts inventory; maintains housekeeping standards and safety practices.
- Handles first step grievances and maintains a good rapport with the union.
- Provides leadership to ensure engaged workforce.
- Ensures that employees are trained on their jobs and are familiar with work rules and job requirements. Trains, sustains and leads the team in safety, health and environmental, quality, cost competitiveness, manufacturing procedures and policies.
- Resolves conflicts expeditiously
- Recommends improvements and desirable modifications in organization, procedures, policies, standards, specifications, methods, etc.
- Communicates with peers and work teams to enhance employee relations and enrich employee morale. Facilitates Company communications with work teams.

### Minimum Requirements

- Bachelors Degree or Post-High School education and 5+ years prior supervisory experience.
- 3+ years in a refinery/petrochemical or 5+ years in other industrial site
- Experience in a Union facility
- Demonstrated experience in management and knowledge of high performance work teams
- Excellent oral and written communications skills with leadership and training capability
- Strong motivation to accomplish goals, with an ability to work independently yet as a member of a diverse work team
- Mid-level experience with Microsoft Word and Excel and prior use of computerized systems for production and maintenance requirements

### Preferred Experience, Skills, Knowledge & Qualifications

- Experience in a petrochemical/refinery plant
- 5+ years experience as a Supervisor in a unionized facility
- Prior experience using SAP

### Work Environment

- Work is performed both indoors and outdoors. Requires lifting up to 20 pounds. Requires walking, standing, climbing ladders and stairs.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.