

AUTOMATION MACHINE BUILD SUPERVISOR

Founded in 1996, Select Tool is a leading manufacturer of high quality and innovative solutions to valued customers worldwide. We are a full-service provider of Automation, Special Machines, Turn-Key Productivity Systems, Specialty Tooling, and Checking Fixtures.

We control our value chain from concept to completion, thus offering many professional development and personal growth opportunities to our team members, as well as greater value and capabilities for our customers.

We value our team members, which is why we offer excellent wages, comprehensive benefits & RRSP program along with a great work environment, clean and modern facilities, and a driving desire to continue to be the best at what we do.

Job Description: The Automation Machine Build Supervisor is responsible to manage, schedule, and direct our team of Automation Machine Builders.

Reporting to: General Manager - Automation

Primary Duties and Responsibilities:

- Direct Build Leaders and their teams to produce products that are high quality, on time, and meet or exceed Customer expectations.
- Interact with the Engineering Department to review and provide input for all new projects.
- Scheduling and planning of all department resources based on workload.
- Communicate with internal Manufacturing, Controls, Electrical, and Metrology Department Supervisors to communicate, coordinate, and schedule required resources.
- Collaborate with Human Resources for staffing requirements, employee development, training and relations including hiring/terminations, goal setting, performance and salary reviews.
- Monitor budgeted/consumed hours and continually seek ways to make the department more efficient.
- Communicate completion status of projects to Program Managers.
- Monitor and maintain stock levels of consumables, tooling, and other supplies as required by all teams.
- Provide feedback to the Engineering Department in order to facilitate better manufacturing and assembly practices.
- Manage and coordinate offsite teams for installation, commissioning, and servicing of equipment.
- Prepare for, and lead internal equipment buy/run-offs with Program Managers and Customers.
- Train and mentor staff as required.
- Participate in collaborative meetings with other team members and departments to facilitate Continuous Improvement endeavors.
- Maintain a safe, orderly, clean, and organized work environment.

Skills & Experience:

- In depth knowledge and direct experience with Secondary Equipment, Special Machines, Automation, and Robotics for Automotive Plastic Parts and Assemblies.
- Expertise with Ultrasonic Welding, Adhesive Bonding Systems, Punching, Drill/Route, Fastener Assembly, and Vision/Inspection/Test Systems.
- Minimum 10 years of direct, hands-on, experience in Machine and Automation assembly.
- Excellent intrapersonal, leadership, and team-building skills.
- Strong mechanical aptitude and troubleshooting skills.
- Knowledge of various manufacturing processes including Machining, Grinding, Fabrication.
- Controls, pneumatic, and fluid control systems knowledge.
- Knowledge of materials, coatings, and appropriate uses in build process.
- Understanding of GD&T, product prints and specifications, and blueprint reading.
- Experience with Microsoft Office programs and knowledge of SolidWorks or other CAD software an asset.
- Previous experience as a Build Leader, Senior Builder, or Supervisory role an asset.

Requirements:

- Valid Ontario Driver's license and Canadian Passport
- Ability to travel to and within Canada, USA and Mexico

Education:

- Minimum High School diploma.
- Post Secondary - Machinist, Millwright, Mechatronics or Equivalent

Accessibility:

Select Tool is committed to fostering a positive work environment and empowering its employees. Select Tool encourages applications from all qualified applicants and provides accommodations for applicants with disabilities. Please contact hr@selecttool.com if you require an accommodation during the recruitment process.