



JOB TITLE: Patch and Finish Supervisor

GENERAL DESCRIPTION

Provide front-line supervision to our Patch and Finish employees to ensure safety and make sure product meets deadlines while maintaining the best quality product for our customers.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Work with the Plant Manager to order materials needed for Patch and Finish.
- Work with the Maintenance Department to complete needed equipment maintenance.
- Work with Quality Control to coordinate inspections and approvals of products to ensure the highest level of quality for our customers.
- Participate in discussions about mix designs and help detect root cause of finish issues with Quality Control and Production.
- Work with Human Resources to actively recruit future patch and finish employees.
- Work with the Yard and Shipping Supervisor to schedule the movement of product.
- Maintain a professional relationship with the drafting, engineer and sales departments.
- Assist Team Lead(s) on the daily schedule and issues that arise.
- Sets up times for crew and number of crew members for patch and finish work and moves crews around for best efficiency.
- Lead, manage, and hold all patch and finish employees accountable.
- Train employees in new procedures to become more efficient.
- Be knowledgeable in proper rigging and handling of product.
- Understand the skills of sandblasting and water-blasting finish work.
- Help maintain a safe work environment and help educate employees on safe work practices.
- Complete special projects as requested and perform other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED

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| <ul style="list-style-type: none"> – Experience with Microsoft Office. – Must have interpersonal communication skills to interact with employees. – Ability to supervise, manage, and facilitate others in a positive way – Ability to train and coach other employees when necessary. – Ability to work with others to get the project completed efficiently. – Must be able to solve problems quickly and efficiently | <ul style="list-style-type: none"> – Knowledge of products the company uses and which products would work best. – Ability to organize schedules, people, and equipment for maximum production. – Understand the production process as a whole to be able to coordinate schedules. – Understands and accepts changes that are implemented to become best in class. <p>Knowledgeable with all of the company safety procedures</p> |
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EDUCATION REQUIREMENTS

- 2-4 year college degree or 2-3 years of experience in Precast Concrete preferred
- 1-3 years of experience in supervision preferred
- PCI Level II within 2 years of hire

WORKING CONDITIONS

- Moderate to high risk of exposure to unusual elements.
- Moderate to high risk of safety precautions.
- Moderate to high risk of exposure to production environment.



This position profile identifies the key responsibilities and expectations for performance. It cannot encompass all specific job tasks that an employee may be required to perform. Employees are required to follow any other job-related instructions and perform job related duties as may be reasonably assigned by his/her supervisor.

Wells is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, national origin, gender identity, disability, or protected Veteran status.