

THE KINGSWOOD COMPANY

OUR PRODUCTS. YOUR LABEL. SPARKLING RESULTS.

IS THIS YOU?

Do you have a high attention to detail and enjoy motivating a team to success? Do you have manufacturing experience and are looking for a chance to drive growth and results? We are looking for a general production supervisor who wants to learn a new industry and join our growing leadership team.

KEY DUTIES AND RESPONSIBILITIES:

- This position is responsible for daily 1st shift operations on the production floor while ensuring the team is meeting the established safety, quality, and production goals.
- Supervise our Assembly, Filling, Printing, and Shipping and Receiving departments composed of 20-30 team members.

SALARY LEVEL/COMPENSATION:

- Salary compensation is based on experience ranging from \$55,000 - \$75,000 annually.
- Additional benefits include: 2+ weeks paid vacation; 6 paid holidays; 5 personal days, participation in company retirement savings plan with 5% Employer match; and medical/dental/vision/disability/life benefits.

POSITION TYPE:

- Full Time: 40+ hours per week.
- Shift: 7:00 am - 5:00 pm
- Availability for overtime is a MUST during seasonal production.
- This position is not a contract position and is an ongoing employee position. Hours worked will be on-site, in our office, located off 71 and Greenlawn Ave.

PRIMARY DUTIES:

Operations & Production

- Oversee daily operations in shipping and receiving, filling, and warehouse/inventory control
- Constantly and consistently monitors production to ensure deadlines are met, quality is up to standard, and that efficiency is maintained
- Helps develop SOPs and lead by example
- Complete 1st piece sign offs and hourly quality checks during each shift

Warehouse & Inventory Control

- Monitors inventory by completing counts as required.
- Enforces procedures and monitors production to minimize inventory waste and shrinkage
- Physically receiving raw materials into warehouse, and coordinating with purchasing and/or supervisor to ensure inspection and identification of issues
- Assist in developing inventory control processes throughout the facility to increase efficiency

Shipping & Receiving

- Monitors all inbound/outbound shipments including LTL, small package, International, and DSV

- Prepares product for shipment by verifying location; directing movement to staging area; resolving problems.

QUALIFICATIONS:

- Bachelor's degree is preferred
- Proven 2+ years of experience in a leadership role in a manufacturing facility
- Consumer products packaging industry experience is a plus
- Bottling and Filling experience is a plus
- Ability to effectively utilize Microsoft Office (Word, Excel and Outlook)
- Experienced in inventory control, time management, and quality control
- Be able to work on your feet for an 8-hour shift and occasionally lift boxes up to 50 lbs.

References and a clear drug test (paid for by the company) will be required.

ABOUT THE COMPANY:

The Kingswood Company is a 65-year-old company and is the leading private label manufacturer of consumer products for the jewelry industry with over 3,000 customers on six continents. We were recently awarded a spot on the Inc. 5000 list for 2020, 2021, and 2022 as one of the top 13 Columbus based companies! Our team is experienced and energetic, serving some of the best-known retailers and designers in the world.

The right candidate takes ownership and has strong organizational skills. They are approachable and relates well to others. This person is not afraid to ask questions, is open to trying new things, and is able to predict problems and develop solutions. They not only know and understands the limitations of production but also understands the needs of a small business. They thrive on challenges and have the big picture in mind while also being detail oriented.

ADDITIONAL INFORMATION:

Submit resume, references, and a cover letter via email to hr at thekingswoodcompany dot com.

Visit our website at www.thekingswoodcompany.com for more information about our team, products, and company.

The Kingswood Company is an Equal Opportunity Employer.