



MACHINING SUPERVISOR

Our architectural millwork company is seeking a Machining Supervisor. This person will be responsible for overseeing the CNC machining area, as well as the Glue-Up and Receiving area. The successful candidate will not only supervise the work of others, but will also coach, resolve issues, and serve as a link between subordinates and upper management. The ideal candidate will be a competent individual who will be able to guide and train employees. They must also be results-driven and focused.

Responsibilities:

- Leading a team to meet quality and schedule requirements
- Delegating tasks to employees within the CNC and Glue-Up/Receiving areas
- Organizing workflow and ensuring that employees understand their duties or delegated tasks
- Monitoring employee productivity and providing constructive feedback and coaching
- Address problems with work quality, issues between employees and other concerns in an effective and timely manner
- Ensure adherence to legal and company policies and procedures and undertake disciplinary actions if the need arises
- Ensure that the work environment is safe, secure, and healthy and that employees are complying with all safety rules
- Train, or appoint training for new CNC operators to:
 - Identify materials
 - Properly read paperwork to mark and cut panels and identify edging
 - Call up programs as needed
 - Identify proper positioning for material being cut (e.g., backer up/backer down)
 - Perform quality checks
 - Set new tools or re-sharpen tools
 - Troubleshoot and find ways to operate more efficiently
 - Operate the beam saw
- Work closely with Glue-Up/Receiving Team Lead on setting up and staging upcoming jobs and ensuring the material is correct
- Ensuring there is set up for extra tools for quick tool changes
- Ensuring there is set up and organization of tool cabinets
- Working with programmers and drafters as needed

Requirements:

- Proven experience as supervisor or relevant role
- Proven experience with CNC Machines

- Experience working with millwork is an asset
- Able to train employees and help them reach their potential
- Excellent communication and interpersonal skills
- Great organizational and leadership skills
- Good problem solving and time management skills
- Able to prioritize tasks depending on timelines

This is a full-time position. Wage will be based on experience. If this position appeals to you, please send a resume to jobs.mirmil@gmail.com.

We will collect resumes until the position has been filled. Only those selected for an interview will be contacted. Thank you to all who apply.