

## Production Control Assistant Manager - Manufacturing

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Company: RGF International Recruitment

Location: Cikampek

Category: other-general

### Job Description

- Fully control, process and coordinate the personnel management of the Production, Maintenance, QC department- Make production plans and tasks, arrange and control the progress of production operations- Monitor daily activities for production to ensure timely and effective job assignment to meet the production schedule. - Track the production situation, product demand, production process, output value target, and complete the production target on time- Monitor standard operation methods to ensure the safety and cleanliness of the production site- Effectively manage and control costs associated with all project activities by monitoring and comparing them to the agreed-upon budget.- Deliver progress reports on project activities and provide coaching to enhance the skill levels of project team members, aligning with the predetermined skill development targets.- Coordinate environmental health and safety (HSE) requirements with the appropriate unit to make sure that all staff members are aware of and follow the rules.- Create a monthly updating schedule and an annual operational budget.- In charge of establishing department-related policies and SOP- Identifying inefficiencies and taking responsive and corrective actions where necessary assisting in all aspects on the production floor.- Provides regular performance feedback and effective training to operator for skill development and growth- Analyze production achievement, inspects products to verify conformance to specifications and requirements standard. - Coordinates and monitors flow of production orders from the floor; able to forecast work and notice potential problems in floor- 5S management and workshop production cost control, reduce loss, reduce waste, improve efficiency- Other related

tasks as assigned

### **Job Requirement**

▪ Bachelor's degree ▪ 5 years of experience as Production Supervisor or 3 years of experience as Assistant Manager from Japanese Manufacture ▪ Experienced in handling subordinates. ▪ Expertise in Planning, Delivery Control, Material Order. ▪ Business English proficiency. ----- ▪ Gelar sarjana ▪ Pengalaman 5 tahun sebagai Asisten Manajer dari perusahaan manufaktur Jepang ▪ Berpengalaman dalam menangani bawahan. ▪ Keahlian dalam Perencanaan, Kontrol Pengiriman, Pemesanan Material. ▪ Kemahiran bahasa Inggris bisnis.

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