

Job Opening Summary

Position: Flat Polishing Department Supervisor
Department: Flat Polishing/Shaping
Reports to: Operations Manager

General Responsibilities Outline

- Manage the both the Flat Polishing and Shaping Department, including but not limited to: reviewing bids and job prints, creating/maintaining work instructions and post process notes, and troubleshooting production issues that arise
- Coordinate Flat Polishing and Shaping production schedules with other departments to ensure customer requirements are met in a timely manner
- Master department capabilities and strive to continuously improve processes and people
- Train and develop department employees through on-the-job training and annual review of performance
- Effectively manage machinery and tooling use/care, as well as department cleanliness and organization
- Communicates department progress and needs with Management, Operations, Maintenance and Administration personnel, as needed

Qualifications

- Associate's or Bachelor's degree preferred, or alternatively, high school diploma with relevant experience
- At least five years of flat optics polishing experience
- At least five years of experience in a management/supervisory role
- Strong mechanical and technical ability
- Strong troubleshooting and problem solving skills
- Methodical and detail-oriented
- Organized
- Effective writer and oral communicator
- Ability to multi-task
- Production-minded
- Strong work ethic
- Positive attitude

Company Profile

Since 1977 PFG Precision Optics has manufactured and coated ultra-high precision optics installed in various types of military and commercial equipment. Industries in which these optics are used include military, test & measurement, semiconductor, imaging, medical and telecommunications.

"Perfection is Forever our Goal"



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Company Benefits

PFG offers a competitive benefits package for our full-time employees, including: medical and dental insurance, life insurance and AD&D, short-term disability, simple IRA with company match, fitness center reimbursements, paid holidays and paid vacation.

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