

Job Title: Production Team Leader

Job Summary:

We are seeking a highly skilled and motivated Production Team Leader to join our electric bike factory. The primary responsibility of this role is to oversee the daily operations of the production floor and participate in hands on work at the production line.

Responsibilities:

1. Supervise the daily activities of the production floor ensuring efficient operations.
2. Support production documentation
3. Ensure that all work is completed in accordance with quality standards and specifications.
4. Assist production manager in collecting production data for monitoring of production KPIs. Implement corrective actions to enhance productivity and efficiency.
5. Identify and report production-related issues promptly to production manager and execute the mitigation plan efficiently.
6. Operate production management system and input of necessary data in the system.
7. Provide guidance to production line workers, ensuring a high level of competence and productivity.
8. Enforce safety procedures and protocols to maintain a safe working environment.
9. Assist production manager in conducting regular performance evaluations
10. Ensure timely issuance & delivery of parts at production line by becoming a bridge between production & inventory departments.
11. Promote a positive work culture that encourages teamwork, open communication, and continuous learning.
12. Any other tasks assigned by the management.

Requirements:

1. DAE in Mechanical or Auto
2. Proven experience as a Production Supervisor or Foreman in a manufacturing environment, preferably in the electric bike industry.
3. Strong knowledge and understanding of assembly and fabrication processes.
4. Ability to resolve production-related issues efficiently.
5. Proficient in using computer software and production management systems.
6. Good communication and interpersonal skills.
7. Ability to work under pressure