

## Night Shift Shop Supervisor

JNE Welding is currently looking for a full-time **Shop Supervisor** for the **Night Shift**. Reporting to the Shop Superintendent, the Shop Supervisor is responsible for overseeing all shop employees on their shift and all jobs that are in progress. The Shop Supervisor must ensure that employees are working in a safe and productive manner and that work is performed in accordance with all specifications and instructions as provided.

The primary responsibilities of this role will include:

- Responsible for working in accordance with OH&S regulations, JNE safe work procedures, ISO procedures, and JNE Values/Code of Conduct.
- Provide supervision and direction to Lead Hands and employees.
- Ensure work is being completed in accordance with work procedures, codes, drawings, and specifications, this includes checking that appropriate fit-up procedures and welding processes are being used (i.e., welders having the appropriate tickets, competency level, and training).
- Lead department meetings effectively ensuring all information is clearly and concisely communicated to employees.
- Work closely with Shop Superintendent and Lead Hands to identify potential problems and work towards effective solutions.
- Work with Project Managers and Quality Control Inspectors to ensure projects are completed on time and meet the specifications of the customer.
- Participate in reviewing and updating relevant ISO Work Procedures and Work Safe Procedures as assigned.
- Coach, mentor and teach employees by providing ongoing feedback throughout the year, as well as constructive and detailed annual Growth and Learning Assessments.
- Promote cross departmental and cross shift cooperation and learning opportunities.
- Complete all required documentation in a timely and professional manner.
- Ensure drawings and materials are properly marked including heats transferred, weld ID, etc.
- Review project details and make recommendations as appropriate with a focus on cost savings and efficiencies.
- Monitor productivity and quality of team output paying attention to time management and the effective use of materials (i.e., welding consumables, auto crib, raw materials, and cylinders).
- Coordinate with the Production Manager and understand the logical sequencing of tasks to maximize efficiency of personnel, materials, and equipment.
- Monitor use of equipment, tools, and materials to ensure they are being used appropriately, effectively and that proper care and attention are given to reporting damage and scheduling repairs.
- Proactively transfer information between all departments as required.
- Perform fitting and welding as required.
- Ensure appropriate confidentiality of Company, customer, and supplier information is always maintained.
- All other assigned duties as required.

The ideal candidate will have the following education, experience, and qualifications:

- Journeyperson status as either a welder or fabricator (preferably both).
- Minimum 5 years of welding/fabrication experience in a custom fabrication industry.
- Must have several CWB and ASME Certifications- these tickets should be maintained and, when possible, added to.
- Must have demonstrated leadership skills and experience.
- Must have or be willing to obtain:
  - CWB Supervisor training
  - Supervisor Safety training
  - 40-hour crane training
- Must have basic computer skills in Word, Excel, and Outlook. Encompix and UKG skills are considered an asset.
- Ability to interpret drawings and welding symbols.
- Strong organizational and time management skills.
- Excellent interpersonal and communication skills (both written and verbal).
- Ability to actively engage in the monitoring and reporting of alignment.

JNE Welding is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. JNE offers competitive compensation, a comprehensive benefit package, onsite fitness facility, professional development opportunities, challenging work, and a commitment to continuous improvement and excellence. JNE places considerable emphasis in our hiring strategy on attitude versus pure aptitude. We continue to build a strong team that has depth in both personal leadership skills as well as industry related training and experience.

For more information about JNE Welding, please visit our website at [www.jnewelding.com](http://www.jnewelding.com) or our LinkedIn at <https://www.linkedin.com/company/jne-welding/>.