

JOB OPPORTUNITY LISTING!

(post date 11.7.11)

Position: Manager – Assembly

This position is responsible for planning, directing, coordinating and controlling project-specific activities of all workers engaged in assembling parts, sub-assemblies and final units.

Responsibilities:

- Interviewing, hiring, and training employees
- Planning, assigning, and directing work
- Appraising performance
- Addressing issues and resolving problems
- Direct supervision of subordinate employees
- Implement assembly requirement plans needed to ensure customer shipment dates and specifications are met.
- Confer and interface with other departmental managers and/or supervisors to coordinate inter-departmental activities to ensure customer deadlines are met per production schedules

Job Duties:

- Coordinate and manage project team activities to insure customer needs are met.
- Improve processes, methods, and workflow.
- Improve and promote quality.
- Organize and schedule resources and tasks.
- Carry out management responsibilities in accordance with the Company's policies and applicable laws.
- Perform other related duties as may be required.

Job Requirements consist of education, skills, training, and competency of Internal Procedures and associated documents:

- Bachelor's degree (B. A.) from four-year College or university; or four to six years related experience and/or training; or equivalent combination of education and experience. Preferably in the aerospace or military industry.
- Ability to read, analyze, and interpret professional journals, technical procedures, drawings, specifications, and governmental regulations.
- Ability to write reports, business correspondence, and procedures.
- Ability to effectively present information to, and respond to questions from, groups of managers and customer representatives.

Interested parties, please send resume to:

Jobs@marvineng.com Fax 310 671-1256

EOE/AAP M/F/V/D

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