



Job Title: Production Manager – CNC Grinding Industry

About Us:

Campbell Grinder Company is a leader in high-precision engineering and advanced CNC grinding solutions, specializing in delivering high-quality machines and innovative technology to our clients in the aerospace, defense, and machinery industries. We are seeking an experienced Production Manager to lead our machine-build operations, improve production efficiency and utilization, and develop a highly capable production team.

Position Description:

The Production Manager leads production operations to ensure Campbell Grinder's machines are built safely, accurately, efficiently, and on schedule. The position is accountable for production staffing, machine-build execution, and the resources needed to meet customer commitments.

The Production Manager works cross-functionally to identify and resolve production issues, improve workflow, and support on-time machine completion and delivery. This position requires strong organizational, leadership, technical, analytical, and problem-solving skills. ***This is an onsite position.***

Essential Job Duties and Responsibilities:

- **Team Leadership & Development** Lead, coach, and support production employees by setting clear expectations, providing feedback, and supporting recruiting and onboarding. Identify skill gaps and develop training plans that strengthen workforce capability and flexibility.
- **Production Operations & Scheduling** Coordinate production personnel and machine-build activities to meet established schedules, priorities, and customer commitments. Assign employees to appropriate workstations and adjust assignments as production needs change.
- **Production Efficiency & Utilization** Monitor production flow to identify bottlenecks, work delays, and resource constraints. Implement corrective actions that improve throughput and reduce avoidable production interruptions.
- **Project Management Supervision** Provide direct supervision and leadership to the Project Management function, including setting priorities, assigning responsibilities, monitoring performance, and supporting coordination between project management and production activities.
- **Quality & Problem Resolution** Identify and communicate quality issues and incorrect parts. Work with Engineering and Purchasing to determine root causes and implement corrective actions related to manufacturing, design, or supplied components.
- **Machine Build Execution** Oversee machine-build activities to ensure work is performed efficiently, accurately, safely, and in accordance with engineering requirements and established procedures. Verify that identified deficiencies are documented and routed to the appropriate personnel for resolution.
- **Materials & Production Readiness** Coordinate with Purchasing and Receiving to ensure required materials, components, tools, and equipment are available when needed. Identify potential material shortages or late deliveries early enough to communicate concerns and minimize production interruptions.
- **Cross-Functional Collaboration** Collaborate with Project Management, Engineering, Quality, Purchasing, Receiving, and other departments to align production priorities, communicate deficiencies, and escalate issues that could affect the timely completion of machine builds.
- **Safety & Housekeeping** Lead and direct production employees to maintain a safe, clean, and organized working environment. Reinforce safe work practices and ensure production areas, machines, tools, and workspaces are properly maintained and organized.



- **Facilities & Maintenance Management** Coordinate facility and equipment maintenance activities to support safe, reliable, and efficient operations. Prioritize maintenance needs, schedule preventive maintenance and repairs, and work with internal personnel and outside service providers to minimize production disruptions.
- **Performance Management** Establish and monitor production metrics for quality, schedule adherence, labor performance, and workforce development. Analyze results, communicate performance trends, and define follow-up actions when expectations are not met.
- **Financial & Administrative Management** Oversee production-related timekeeping, expense reports, and other administrative activities. Monitor production spending and support responsible use of departmental resources.
- **Continuous Improvement** Lead continuous-improvement initiatives that standardize production processes, document improved work methods, and sustain gains across machine-build activities.
- The above description in no way states that these are the only duties to be performed by someone with this job title.

Knowledge & Necessary Skills Required:

- Strong understanding of manufacturing and machine-build processes, preferably within the machine tool or custom equipment industry.
- Ability to read and interpret engineering drawings, bills of material, work instructions, and other technical documentation.
- Understanding of mechanical, electrical, hydraulic, and pneumatic systems and their application within machine tools or industrial equipment.
- Strong production planning and scheduling skills, including the ability to prioritize competing demands, allocate resources, and coordinate multiple machine builds in a fast-paced, custom manufacturing environment.
- Demonstrated ability to improve production efficiency, workforce utilization, productivity, and workflow.
- Strong leadership, coaching, delegation, and employee development skills.
- Ability to identify production issues, analyze root causes, and implement effective corrective actions.
- Effective communication and collaboration skills, with the ability to work cross-functionally across Production, Project Management, Engineering, Quality, Purchasing, and Receiving.
- Strong organizational, analytical, problem-solving, and decision-making skills, with exceptional attention to detail.
- Must be self-motivated, organized, and able to effectively manage and prioritize work with limited supervision.
- Professional experience with Microsoft Office applications and Epicor or comparable ERP systems.

Education & Qualifications Required:

- Associate's degree in Business, Manufacturing, Engineering, Operations, or a related field preferred; equivalent technical education and practical experience will be considered.
- 5+ years of progressively responsible experience in manufacturing, production, machine building, or a related industrial environment.
- Previous management or supervisory experience leading production or skilled manufacturing personnel required.
- Experience in custom, engineered-to-order manufacturing, machine tools, industrial equipment, or similar environments preferred.
- Demonstrated experience improving production efficiency, labor utilization, productivity, or manufacturing processes.
- Experience coordinating production schedules, personnel, materials, and resources to meet delivery commitments.



- Experience reading engineering drawings and working closely with Engineering and other technical personnel.
- Experience developing and implementing employee training programs or skills matrices preferred.
- Experience with mechanical, electrical, hydraulic, and pneumatic systems preferred.

Company Benefits:

- Relocation assistance
- Company Matched 401(k)
- Health, Life, Dental and Vision Insurance on day one
- Life & AD&D Insurance
- Flexible Spending Account
- PTO Time
- Bonus Program
- Wellness Reimbursement

