



## **OPERATIONS MANAGER** **(Custom Automation)**

Intec Automation, Inc. is an established (20+ years of business), small automation company based in Rochester, NH that specializes in the design and build of custom automation equipment. To support our continued growth, we are looking for an energetic leader to serve as **Operations Manager**. This individual will team up with our Sr. Management team and will build upon our current established methods of operation in Rochester, NH. This position will be responsible for all aspects of the manufacturing process (shipping and receiving, mechanical and electrical assembly, machining, customer acceptance testing, and field service installation), while continuing to develop and implement Intec's Operational Excellence program.

### **Position Overview/Essential Functions:**

- A proven track record in management with a history of team development as well as creating new and innovative programs to promote corporate values and expand the business (such as KPIs (key performance indicators), 5S, and lean manufacturing efforts).
- Ability to achieve extraordinary results in a compact timeframe.
- Ability to work autonomously within a team environment and possess confident decision-making skills on very important matters.
- Must be comfortable with working with employees at all levels, outside vendors, contractors, etc.
- Must embrace the concept of change management with a progressive and positive attitude.
- Is expected to solve problems through reliance on ingenuity and resourcefulness, within budget.
- Will direct and guide the mechanical and electrical assembly, machining, and field service personnel.
- This position is a key role of the leadership team in implementing Intec's Operations Excellence program.
- Responsibilities also include production control, implementing standard operating procedures, safety, quality control, and performance management of the production personnel.

### **Qualifications:**

- 4-year Bachelor of Science degree (Engineering, Manufacturing, or Business discipline), or equivalent experience is strongly preferred. MBA a plus.
- A minimum of 3 years experience as a plant, production, or general manager's role with a strong background in operations in a manufacturing environment.
- High-speed manufacturing experience is required.

- Capital equipment manufacturing experience is required, an automation background is preferred.
- Strong technical background, teamwork, communication, and coaching skills are essential.
- Maintaining the plant in superior status with process flow, quality programs, and customer audits and FATs cannot be overemphasized.
- Excellent interpersonal and communication skills.
- Strong desire to train and coach others to improve performance.
- A strong background in recruiting and hiring.
- Possess a courteous and considerate demeanor, with the ability and desire to work in a multi-cultural environment.

**Skills:**

- Self-starter and self-directed.
- Problem-solving tenacity.
- Strong skills in Microsoft suite, PM software, and CAD (Solidworks preferred).
- The ability to be regarded as a team player by the individual's peers.
- Must be able to thrive in an environment of constant change.
- Proven ability to lead a cohesive team.
- Knowledge of fiscal management (P&L), and human resource management techniques.
- Effective verbal and written communication skills and the ability to prepare comprehensive reports.
- Skill in planning, organizing, and supervising both personnel and projects.
- Skill in exercising a high degree of initiative, judgment, discretion, problem-solving, and decision making.
- Has worked in high growth (20+% annual) entrepreneurial environments is a plus.

**About Us:**

Intec Automation is a small, fast-paced company with 20+ years of success in the automation industry. If you feel that you are a good candidate for this job, please email Corey Marcotte ([corey@intecautomation.com](mailto:corey@intecautomation.com)) or Kate Crossan ([kate@intecautomation.com](mailto:kate@intecautomation.com)) with a copy of your resume and a brief description on why you think you would be a good candidate for the position.

For more information on Intec Automation, Inc. visit our website at [www.intecautomation.com](http://www.intecautomation.com)