

# Aurum Precast Sdn Bhd

<b>Job Title:</b>	Production Supervisor	<b>Job Category:</b>	Staff
<b>Function / Sub-Function:</b>	Precast (Tunnel)	<b>HRIS Position Code:</b>	
<b>Company:</b>	Aurum Precast Sdn Bhd.	<b>Location:</b>	Johor
<b>Job Grade:</b>	NEG1	<b>Position Type:</b>	Full-time
<b>Travel Required:</b>		<b>Travel %</b>	
<b>Reporting to</b>	Production Engineer		
<b>Department Headcount</b>			
<b>Probationary Period</b>	3 Months		

## Roles and Responsibilities (Limit to 8)

Reporting to the Production Engineer, the Production Supervisor is responsible for completing projects by completing quality inspections; monitor & supervise sub-contractors and workers to.

A summary of the responsibilities of this position are, and not limited to, as follows:

- To monitor and supervise workers to ensure compliance with standard operating procedures
- To ensure end-product meets client/project's specification & quality requirements
- To supervise & perform monitoring of Sub-contractors' work daily
- Ensure timely and accurate completion of documentation (e.g. checklist) & record-keeping throughout entire production process
- To ensure workers acquire proper usage and return of tools for the right production activities
- To ensure proper housekeeping in the production area
- To monitor/control material usage & wastage
- Adherence to safety practices in the work place

## Value Add of Position

- Strong interpersonal skill and able to develop positive relations with different stakeholders
- Ability to assess and provide feedback on optimal production feasibility on production capacity and production schedule/output (E.g. If production capacity is able to meet production targets.)

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## **QUALIFICATIONS AND EDUCATION REQUIREMENTS**

- Education: Minimum SPM
- Experience: Minimum 2 years of experience or completion of 1 related project cycle
- Prior experience in tunnel lining segment production will be an added advantage

## **TECHNICAL COMPETENCIES**

- Basic Knowledge of building construction, application of precast and prefabricated building products, construction details and relevant rules, regulations and quality standards