

# Supervisor – Booth Tech and Cleaning

Toledo, OH

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**Position:**  
Supervisor (Plant Level)

**Reports to:**  
Site Manager (Plant Level)

**Employee Management:** Supervise Cleaning Crew

**Interfaces with:** Customers, Site Manager and Other Supervisors

## Responsibility:

This position is responsible to monitor technical parameters of an automotive paint booth system and work with the plant process engineer to maintain the booth within its control limits. The position will also be responsible for site supervision of cleaning crews and support the defect analyst as needed.

## General Tasks:

1. Daily collection / oversight of data to include:
  - a. Pit Water Chemistry: TSS, PH, Turbidity, Conductivity, and etc.
  - b. Airflow Readings
  - c. Equipment Set Points
2. Data entry into HydroChemPSC's database and data tracking tools.
3. Develop and monitor plant data boards to include troubleshooting and implementing countermeasures.
4. Supervision of cleaning crews:
  - a. Responsible for ensuring the completion and the quality of all tasks as established within the language of the work schedules and the completion of special projects as directed by management.
  - b. Responsible for coordinating daily employee and supervisory meetings to inform the team of the safety/health analysis for the job and also leading the discussion of any related topics, i.e. Safety, Operations, Policy Changes, etc... Investigate any safety incidents.
  - c. Responsible for identifying, analyzing and resolving operational and safety-based problems "Problem Solving Skills".
  - d. Responsible for ensuring the established quality standards of the customer are met or exceeded.
5. Perform other duties as directed.

## Expectations:

1. Effectively manage and direct cleaning crews.
2. Ensure Standard Work Instructions and Job Safety Analysis are being followed.
3. Learn and fully understand the paint process and use analytical problem-solving skills to maintain proper performance.
4. Maintain positive and effective communication with all team members.
5. Take direction from and work with plant account manager.

## Job Qualifications: Education, Training, and Experience:

1. Two-year technical degree **or equivalent work experience**.
2. Must be proficient with Microsoft Word and Excel and have general computer skills.

## PHYSICAL REQUIREMENTS:

1. Must be able to climb ladders and work with and around industrial equipment.
2. Ability to maintain workloads that may include daily timeframes that could exceed the typical 8-hour shift, weekends, and holidays. This position may be called in at various hours and days of the week 24/7, due to the emergency response nature of the business.