

Operations Manager

Sunrise Technologies, located in Raynham, MA, is currently seeking an experienced Operations Manager. Reporting directly to the General Manager, this position is responsible for the leadership and management of the manufacturing operations including assembly management, purchasing including global sourcing, material control management, production planning, and shipping and receiving to ensure the on-time delivery of our products implementing the most cost-efficient processes while maintaining our superior quality level.

ESSENTIAL RESPONSIBILITIES will include:

Improve processes and policies in support of organizational goals.
Schedule, prioritize, and assign work to the supervisors in designated work areas.
Monitor and check work assignments to ensure quality, efficiency, and productivity.
Schedule overtime if required, maintain good employee relations, review, and adjust staffing requirements as required.
Manage department in accordance with operating policies and procedures.
Monitor adherence to rules, regulations, and procedures.
An ability to add documented structure to operational systems.
The position requires an experienced manager with the ability to make suggestions to the development and implementation of organizational strategies, and practices.
Manage vendor, purchasing and/ inventory.
Participates in daily, weekly, monthly, and annual planning process as appropriate.
Performs all duties and responsibilities in a timely and effective manner in accordance with established company policies to achieve the overall objectives of this position.
Responsible for the selection and development of qualified individuals to ensure all short and long-term staffing needs are met and/or exceeded. Further, monitors and mentors' individual members to ensure high degrees of skill level and job knowledge.
Assume other responsibilities as required.

To be eligible for this position, candidates must possess:

Bachelor's degree in engineering or Operations Management and 5-7 years previous operations management experience, including forecasting and scheduling.
Experience with offshore high tech supplier management.
Experience in production environment.
Must be proficient in MS Office programs such as Word, Excel, and Power Point.
Must be proficient in ERP/MRP programs.
Materials manufacturing and processing knowledge and experience.
Experience supervising, coaching, and developing staff.
Sunrise offers competitive pay and benefits including 401k with company match.

Qualified applicants please submit resumes to HumanResource@sun-tech.biz