

M. G. NEWELL CORPORATION

JOB DESCRIPTION

JOB TITLE: Panel Shop Supervisor

DEPT: Engineering

SUPERVISOR: Controls Engineer Manager

PRIMARY PURPOSE:

The purpose of this position will be to plan, organize, and direct the operations of the Panel Shop operations as well as participating in the fabrication of electrical control panels. This includes PLC, motor control, and other instrument panels. New and used panels. Provide overall leadership for the Shop.

JOB DUTIES:

- Manage and increase the effectiveness and efficiency of area work processes. Lead the effort to develop new procedures as needed.
- Schedule and Track Production hours; with detailed information on system, and job specific functions
- Delegate tasks and responsibilities for the department
- Provide administrative and technical training for the employees
- Provide technical assistance for other departments, hands-on when required
- Act as a liaison between engineering and shop personnel to supply adequate information (drawings, sketches, descriptions, etc.) to perform requested work.
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- Build / wire industrial control panels. Mount items in panels, run wiring, modify panel structures. Wire automated equipment as necessary. Install panels and instruments on skids. Run conduit and wiring to panels and instruments. Make terminations.
- Read electrical wiring and layout prints.
- Work at a pace to meet productivity and quality targets.
- Troubleshoot electrical systems and make recommendations for solutions. Provide general technical support.
- Travel to customer sites on occasion as necessary to support customer operations and start ups. Make wiring terminations in panels and field devices. Inspect, troubleshoot, and install instruments in the field.

- During the fabrication keep in contact with project engineer to solve any questions or issues that may arise.
- Maintain inventory of stocked parts.
- Be available for new process start up and checkout as needed.
- Apply basic knowledge of instrumentation, PLCs, drives, and other control equipment in accomplishing above duties.
- Drive company or personal vehicles as required.
- Monitor job quality. Be sure assigned quality checks have been completed and meet M.G. Newell standards.
- Monitor and enforce shop safety protocols. Maintain safety training and equipment inspection logs.
- Perform annual performance evaluations of shop personnel.
- Other duties as needed.

REQUIRED SKILLS, EDUCATION AND REQUIREMENTS:

- Associates Degree required or a trade school equivalent (electrical component lay out, panel wiring, ladder diagrams, point to point, AC & DC drive systems, motion control, AB PLC, pneumatics, trouble shooting and testing)
- Must have a minimum of 3 years electrical experience
- Minimum of 3 years of supervisory experience
- Valid drivers license and pass drivers health screening
- Strong written and verbal communication skills
- High level of attention to detail and organizations skills
- Must be able to leverage technology to drive process improvements
- Proficiency in MS Office applications; (must be intermediate or higher in Excel skills)

M. G. Newell Corporation has been in business for over a century providing sanitary process components and integrated process systems to the food, dairy, citrus, beverage, pharmaceutical and personal care industries. With divisions in Greensboro, North Carolina; Louisville, Kentucky, and Nashville, Tennessee, our services extend to the Mid-West, MidAtlantic, and Southeastern United States.

M.G. Newell is an Equal Opportunity employer and will consider all qualified applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, age, protected veteran status, or disability status.

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