

Aluminium Production Supervisor

Job Description:

Overview

We are seeking a highly organised Aluminium Fabrication Supervisor to oversee and support the production of aluminium windows and doors in our busy fabrication facility. This role is central to ensuring smooth workflow, top-quality output, and on-time deliveries. You will liaise closely with the Production Coordinator to assign work to the right people, supervise quality and efficiency on the shop floor and actively contribute to fabrication when required. The position requires strong leadership, technical expertise, and a commitment to maintaining the highest standards of workmanship.

Responsibilities and Duties

- Liaise with the Production Coordinator to plan, allocate, and monitor daily workloads.
- Oversee fabrication and assembly of aluminium windows and doors, ensuring work meets company quality standards, project specifications, and deadlines.
- Contribute directly to fabrication tasks when needed, setting the standard for accuracy and craftsmanship.
- Monitor productivity, quality control and safety standards, identifying improvements in workflow and efficiency.
- Coordinate material requirements and workforce planning to meet production targets.
- Track stock levels and liaise with the Stock Manager to resolve shortages or supply issues.
- Attend daily briefings with the Production Coordinator to plan work for the upcoming day/week ahead.
- Ensure machinery, tools, and equipment are properly maintained, carrying out routine checks and reporting faults promptly.
- Train, coach and support production staff, ensuring consistent quality and safe working practices.
- Manage day-to-day staffing issues including timekeeping, holidays, absence, and performance reviews.
- Promote a positive and motivated team environment, providing guidance and support where needed.
- Maintain a clean, organised, and safe workshop environment in line with health & safety requirements.
- Uphold high levels of customer service and professionalism across all interactions.
- Communicate production challenges and solutions clearly to senior management.

Job Types: Full-time, Permanent

Benefits:

- Health & wellbeing programme
- On-site parking

Work Location: In person