

CAREERS IN CORRUGATED: PLANT MANAGER

Executive summary:

Plant Managers are responsible for directing production, distribution, maintenance, receiving and supervisory operations of the corrugated box plant. They may do these tasks directly, or through subordinate supervisors.

“...my biggest challenge is to make sure that all our customers’ needs are met and we run an efficient and productive facility.”

Kirk Williams, Plant Manager, Livermore, CA box plant

Plant Manager responsibilities:

- Head up all production, safety and quality efforts; direct supervisory personnel in these areas
- Coordinate production, distribution and warehousing
- Develop and institute plans for efficient use of materials, machines and personnel
- Review production costs and product quality; modify production and inventory control programs for a profitable plant operation
- Direct preparation of production, human resources and labor/ cost records
- Prepare, recommend budgets
- Negotiate employee contracts
- Maintain positive working relationship with sales and customer service management
- Review plant performance; recommend opportunities for sales growth, cost savings
- Coordinate safety, quality and training activities

Supervisory responsibilities:

- Directly manage supervisors and/ or production managers
- Responsible for overall performance of plant
- Appraise plant performance
- Address complaints; resolve labor, production issues

Plant Manager skill sets:

- Excellent communication skills; able to speak effectively to employees, managers, customers
- Advanced math skills: probability, statistical inference; fundamentals of plane geometry, solid geometry and trigonometry; ability to apply fractions, ratios, percentages and proportions to work issues
- Outstanding organizational skills

- Ability to apply common sense in problem solving; collection of data to achieve conclusions; strong ability to understand abstracts, interpret instructions
- Multitasking; ability to work with various challenges and deal with a variety of situations where little detail exists
- Ability to read, comprehend and interpret financial statements, general business periodicals, professional journals, operating instructions, training and procedure manuals, government regulations, agreements and contracts
- Ability to write reports, correspondence and emails, clearly and effectively

Plant Manager education/ experience:

- High school graduate
- Some college or technical courses
- Five or more years of experience as a manager
- Ten or more years of experience in the corrugated industry

Preferred candidates have:

- College degree in management, related field
- Experience in union environment

Leadership skills required:

- Knowledge of equipment design and capabilities
- Understanding of underlying cost issues
- Ability to develop, analyze and maintain budgets
- Understanding of quality standards and their importance
- Knowledge of regulatory requirements; wage and hour, environmental, OSHA
- Demonstrated leadership ability
- Superior time management
- Excellent listening skills; ability to provide positive and corrective feedback
- Employee relations/ conflict resolution
- Teaching skills; ability to help others learn quickly and efficiently
- Crisis management; great emotional control