



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code(s): 5126

PRODUCTION MANAGER, INDUSTRIAL

GRADE K

The individual in the position assigned this classification performs duties associated with the production of Rough Rider Industrial products. Duties include establishing and coordinating production and quality control standards; developing budget and cost controls; obtaining data regarding type, quantity, specification and delivery date of products ordered. Coordinates production activities with procurement, maintenance and quality control activities to obtain optimum production and utilization of manpower, machines and equipment. Reviews and analyzes production, quality control, maintenance and operational reports and or production problems. Provides customer relations. Acts as chief of security for all internal industrial operations and performs other duties related to the production of industrial products.

Responsibilities associated with this class consist of duties that may vary depending on circumstances and are accomplished through the use of procedures, processes, or methods. Decisions involve analysis of the circumstances to determine tasks involved and selection of appropriate procedures, processes, or methods to accomplish the tasks. Guidelines are available within the work area but require some interpretation and/or adaptation for application to specific cases or problems associated with assigned duties. Management responsibility includes directing the work of others involved in activities of the same or similar nature and generally working toward a common goal. Duties will be planned and accomplished under general guidance and direction and require coordination, policy interpretation, and individual initiative to resolve problems or conflicts that may arise. A specific impact on decisions affecting organizational goals and objectives exists as responsibilities include duties that produce significant portions of decisions made in conjunction with others.

MINIMUM QUALIFICATIONS FOR ENTRY TO CLASS:

Requires the equivalent of a bachelor's degree in industrial arts and three years of management related experience in an industrial productions environment.

DESIRABLE LEVEL OF KNOWLEDGE, SKILL, AND ABILITY:

Knowledge of the principles, concepts, and methodology needed to perform and/or direct duties associated with coordinating production of industrial products. Requires knowledge, skill, and ability generally acquired and developed through formal education, extensive training, and/or relevant experience in work of an equivalent type and complexity. A high degree of interpersonal skill is required to be able to communicate with, motivate, and/or change behavior of others in the satisfactory performance of duties and responsibilities.

Eff. Date: 10/87

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