



SUPERVISOR

Supervisors are responsible for coordinating the production of products and services for the customer.

JOB TITLES COMMON TO THIS CAREER OCCUPATION INCLUDE:

Plant Manager	Group Leader	Skilled Trades Supervisor
Plant Superintendent	Operations Manager	Foreman
Manufacturing Manager	Production Manager	Team Leader
Production Supervisor		

SAGINAW VALLEY

Each ladder depicts a series of work experiences that leads to more challenging and higher paying opportunities. While every level of the ladder can provide a satisfying job, some employees will choose to gain even more skills and responsibilities that will advance them in their careers. To do so, they will need more education, training, and work experiences. Some jobs will require a certificate, a license, or an advanced degree.

CLIMBING THE CAREER LADDER

ADVANCED LEVEL

Bachelor's degree or proven technical skills that can be demonstrated through industry experience

Manufacturing Engineer \$19.50-\$26.75/hour	Supervisor \$19.00-\$27.00/hour
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MID LEVEL

Associate's degree or equivalent training and experience

Assembly Specialist \$12.50-\$22.10/hour	Machining Specialist \$16.00-\$23.50/hour	Fabricating Specialist \$14.50-\$19.75/hour
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ENTRY LEVEL

High school diploma and completion of the Engineering/Manufacturing and Industrial Technology Career Pathway requirements and/or appropriate career and technical education classes

Co-op/Internship Student \$6.00-\$8.00/hour	Machinist Trainee \$8.10-\$12.00/hour	Welding Trainee \$8.10-\$12.00/hour
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Wages will vary within this occupation based on the employee's education, training, and years of experience. The level of supervisory responsibility and the number of people supervised will also increase the wage and the employee's value to the company.

JOB DESCRIPTION

Each occupation is described in terms of specific tasks and typical job duties.

A SUPERVISOR MUST BE ABLE TO:

- Understand and apply a wide variety of manufacturing processes
- Train employees with different levels of experience
- Apply and perform calculations to determine best ways to schedule manufacturing activities
- Develop cost projections and budgets
- Find the best solution to a problem from a wide selection of choices
- Communicate with coworkers to give instructions and coordinate activities
- Be a good listener and help employees understand their importance to the company

WAGES

Wage information was obtained from the Michigan Department of Labor and Economic Growth and from local employers to give a general idea of the wages and salaries for this occupation.

WAGE RANGE

\$19.00-\$27.00/hour

WORKING CONDITIONS

The manufacturing plant is noisy and can be oily and misty due to machines cutting with oils and water-based coolants. Manufacturing supervisors must wear personal protection equipment, such as safety glasses, hearing protection, and safety shoes. Manufacturing supervisors are on their feet for eight to 12 hours a day, constantly monitoring their work area. Manufacturing supervisors generally have 15 to 20 people working for them, so conflict resolution is a natural component of the job.

EDUCATION AND TRAINING

Courses, programs, and certificates that are needed for employment are offered by local education and training providers.



HIGH SCHOOL

- Completion of high school's Engineering/Manufacturing and Industrial Technology Career Pathway and/or appropriate career and technical education classes
- Algebra
- Geometry
- Trigonometry
- Physics
- Career studies, such as electricity, engineering/computer-aided drafting, pre-engineering, machine tool technology, and welding
- Co-op work experience
- Saginaw/Midland/Bay Michigan Works! automation certificate

COMMUNITY COLLEGE

- Delta College: individual classes; associate's degree in applied science, related field; bachelor of science transfer programs; corporate training; on-the-job training

UNIVERSITY

- Saginaw Valley State University: bachelor of science, engineering technology, and management; master of science, technological processes
- Corporate training
- On-the-job training
- Selected classes
- Transfer credits for four-year degree

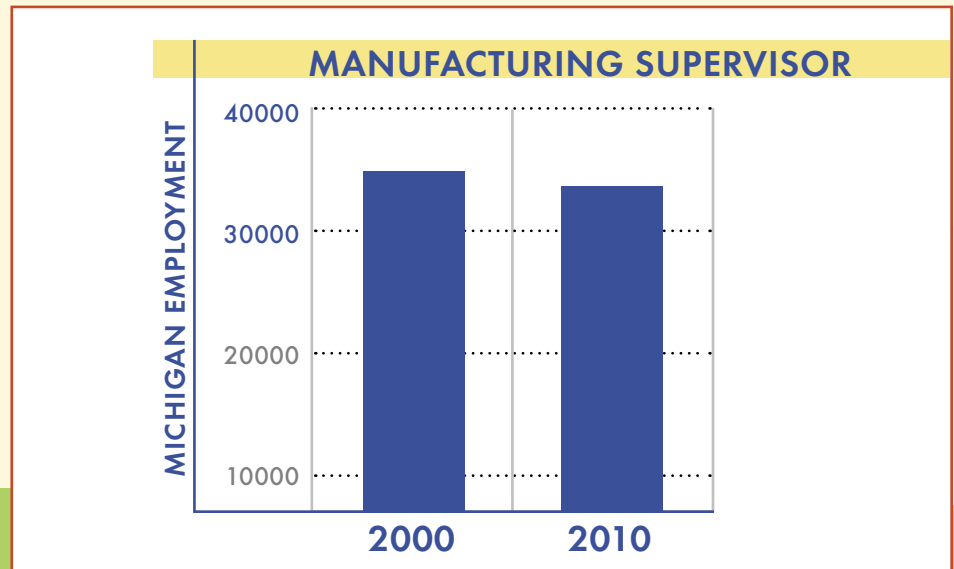
LOCAL EDUCATION AND TRAINING PROVIDERS

- Local school districts
- Bay-Arenac ISD Career Center
- Saginaw Career Complex
- Saginaw/Midland/Bay Michigan Works!
- Delta College
- Delta Corporate Services
- Davenport University
- Davenport Corporate Services
- Saginaw Valley State University
- Saginaw Valley State University Center for Manufacturing Improvement

JOB OUTLOOK

The rate of growth within this occupation is projected by data from local employers and the Michigan Department of Labor and Economic Growth.

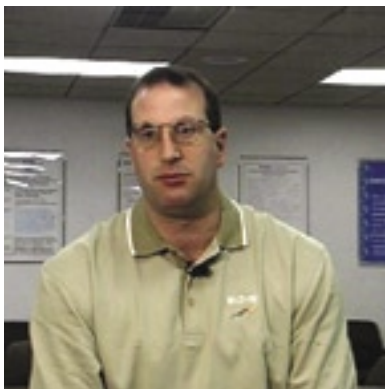
In the next 10 years, there is a projected decline in the total number of jobs in this profession. It is important to know, though, that this occupation is still a strong career option since there are many opportunities for employment due to retirements, promotions, and other job changes.



ADVANCEMENT

Supervisors have worked their way to the advanced level of their Career Ladder. They may advance further by supervising larger and more complex projects or programs, or through other increased responsibilities. Some supervisors become business owners.

WHAT THE EMPLOYER SAID



WHAT DO YOU LOOK FOR IN A POTENTIAL EMPLOYEE FOR THIS POSITION?

"At Eaton Corporation, we look for the following skills and qualities:

- **Strong communication skills** – both verbal and written
- **Problem-solving skills** – must be able to assess problems and situations, collect and evaluate data to offer solutions, and foster continuous improvement of the work area
- **Coaching and mentoring skills** – must be able to apply conflict resolution between employees, as well as train and develop employees
- **Loyalty** – must be committed to make the company the best it can be
- **Self confidence** – must have the ability to make difficult decisions and 'go against the grain' if necessary
- **Change agent** – must be unwilling to settle for the status quo and be able to foster and make changes to improve the workplace."

Lee Marske, plant manager
Eaton Corporation

STAR PROFILE

This interview is intended to show you what is needed to be a star employee.



EMPLOYEE:
JAMES G. DE LA ROSA SR.

OCCUPATION:
**MANUFACTURING
SUPERVISOR**

COMPANY:
EATON CORPORATION

TELL US HOW YOU ATTAINED YOUR CURRENT POSITION.

I started my career at Eaton Corporation – Saginaw as an hourly union employee. I worked on several different kinds of machinery to produce parts for the “Big Three” automobile companies. I then moved up into the quality part of the business that verifies if the product being machined meets our customer requirements. I worked hard to become one of the most highly trained quality technicians in the plant.

A posting came open in the plant for a temporary supervisor’s position for the summer. At the encouragement of my supervisor, I applied for this position. I was selected to work as a summer temporary supervisor. I enjoyed the work and caught the eye of my supervisor, who eventually recommended me for the full-time position.

DESCRIBE YOUR TYPICAL DAY.

A typical day starts off by getting to the plant earlier than the workforce to discuss with the shift supervisor how the previous shift ran. We discuss which machines need maintenance work and what other problems may have taken place during the night.

Then I inventory the products and materials in my assigned area. Without this vital information, wrong decisions could easily be made and we would not produce the requirements for our customers. I also supervise 20 to 30 different operators. My goal is to be fair and consistent with all of them. I try to have an open mind, listen to their concerns, and, most importantly, to their suggestions. In addition, there is administrative paperwork that I must complete daily.

The hardest part of the job is to discipline an operator for failing to complete a task or for running product out of specification, which results in scrap. When I have to, I try to sit down with the operator and investigate what went wrong and how to prevent this from happening again in the future.

WHAT QUALITIES MAKE SOMEONE A “STAR” IN THIS OCCUPATION?

A “star” in this field would be the person who meets and exceeds established goals. That person is always willing to try something different and not be discouraged by failure. A star must be a good communicator who is willing to listen to other points of view and act on them. The star tries to work things out in a way that is both beneficial to the employee and the employer.

WHAT TRAINING AND EDUCATION DID YOU NEED TO ENTER THIS POSITION?

When I started, the minimum this position required was a high school diploma and floor experience. Having a college degree was a bonus. Now, in most cases, supervisors are required to have a college degree.

The Eaton Corporation invests in its workforce. They help with paying for college classes, and they made arrangements for me to attend several different seminars such as how to manage people, problem solving, inventory management, people skills, and computer training. The training that benefited me the most focused on dealing with people.

WHAT DO YOU LIKE MOST/LEAST ABOUT YOUR JOB?

What I like most about my job is trying to get things accomplished using the resources that are given to me. It’s like trying to put a puzzle together; in your mind you know how the picture is going to look, now you try to get it that way. This is accomplished by using good inventories, and planning ahead of time what you are going to need and do to get the job completed.

What I least like about my job is attending meetings that keep me off the shop floor for long periods of time.

WHAT ADVICE CAN YOU GIVE SOMEONE SEEKING A JOB IN YOUR FIELD?

Always have an open mind and be willing to learn new things daily. Work with your subordinates and be willing to take their advice. Talk with them – not at them. Don’t wait for the next guy to do the task. You be that person! Don’t be afraid to ask questions or to make mistakes. Learn from your mistakes so that you don’t do the same errors over and over.

ARE THERE ANY LICENSES OR CERTIFICATIONS NEEDED FOR YOUR POSITION?

Companies look for someone with a college degree, preferably with an engineering background for their supervisory jobs.

ACKNOWLEDGMENTS

The Career Ladders project began as a Saginaw County Vision 2020 initiative. To date, more than 300 individuals have been involved in the project. It is impossible to list them all, but the Comprehensive Education and Workforce Development Committee appreciates each one and the incredible participation by our major employers and educational institutions, as well as the support from the Arnold and Gertrude Boutell Memorial Fund, The Dow Chemical Company, The Dow Corning Foundation, the Fordney Club, the Hospital Council of East Central Michigan, the Michigan Department of Labor and Economic Growth, the National Tooling and Machining Association – Saginaw Valley Chapter, the Saginaw Community Foundation, the Saginaw County Business and Education Partnership, the Saginaw County Chamber of Commerce Foundation, Saginaw County’s local school districts, Saginaw County’s Promise, the Saginaw County Vision 2020, the Saginaw Future Inc., the Saginaw/Midland/Bay Michigan Works!, the Saginaw Township Business Association, the Saginaw Valley Manufacturers’ Association, and the Saginaw Valley Tech Prep Partnership. We also want to thank NOVA for their guidance.

EQUAL OPPORTUNITY EMPLOYER/PROGRAM. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES.