

Factory Operations Supervisor

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Phone :

Web :



Job Summary

Vacancy : 1

Deadline : Feb 28, 2026

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Employment Status : Full Time

Experience : 3 - 5 Years

Salary :

Gender : Male

Career Level : Mid Level

Qualification : OND / HND / B.Sc. in Mechanical, Wood Technology, Building Technology, or Industrial Management.

Job Description

About the Role. We are looking for a Factory Operations Supervisor (Production & Quality Coordinator) to take full ownership of daily production activities in our furniture manufacturing facility.

The key person keeping the factory running efficiently, ensuring all production targets are met even when senior management is away.

Education & Experience

• OND / HND / B.Sc. in Mechanical, Wood Technology, Building Technology, or Industrial Management. (Relevant experience can substitute for formal education.) Experience. • 3–5 years in furniture, carpentry, or small-scale manufacturing environment. • Proven experience supervising carpenters, artisans, or factory teams with an understanding of wood materials, adhesives, and finishing processes. Key Skills & Attributes. • Hands-on understanding of carpentry and production workflows. • Basic record-keeping (Excel, WhatsApp reporting, Google Sheets). • Strong leadership, teamwork, and communication skills. • Integrity, discipline, and attention to detail. • Commitment to maintaining high quality and safety standards.

Must Have

Key Responsibilities A. Production Management • Plan, schedule and supervise production batches based on client orders. • Implement and enforce quality checks before dispatch or installation. B. Inventory & Materials Control • Maintain accurate stock and reorder records for plywood, hinges, tapes, locks, adhesives, etc. • Monitor material usage and prevent wastage across batches. C. Labour Coordination • Engage and supervise ad-hoc carpenters and assistants as needed. • Maintain discipline and ensure compliance with factory safety standards. D. Quality & Safety Oversight • Enforce safety rules (PPE usage, housekeeping, fire safety). • Maintain quality checklists and report any defects or rework needs. **E. Reporting & Communication** • Submit daily or weekly reports on production, materials, and manpower. • Liaise directly with the Founder/MD on procurement or operational challenges.

Educational Requirements

OND / HND / B.Sc. in Mechanical, Wood Technology, Building Technology, or Industrial Management.

Compensation & Other Benefits

As per company policy