



Rantec Power Systems Inc.  
Los Osos, California

### Job Description

**Title: Area Supervisor**

**Date: February 2026**

**Department: Manufacturing**

**FLSA Status: Exempt (Non DL)**

**Reports To: Production Manager**

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#### Scope

The Area Supervisor supports personnel management of the Electronic Assemblers and Line Leads of multiple Work Centers or Cells. They are accountable for solution being in place to resolve Assembler Level Challenges/roadblocks. They ensure the workforce is in place, trained, and employees' tactical development plans are in place. They manage the hiring, onboarding, training, and skill matrix of Assembler personnel. The Area Supervisor will have several Line Lead reporting to them. This role will directly be reported to the Production Manager.

#### Essential Duties and Responsibilities

- Personnel management responsibilities for all reporting Line Leads and Assemblers.
- Determine labor priorities between work centers, then adjust and execute. Manage/status production priorities and tasks for Line Leads.
- Establish the plan, targets, and milestone to execute production schedules.
- Hiring, on boarding, training/compliance, skill matrix, development plans, motivate, and promote workmanship quality of assemblers.
- Employee's workmanship and performance enforcer. Ongoing constructive feedback communication.
- Timecards, attendance, work schedules, labor tracking policy, Paylocity software, & Factory Track tasks/sustaining related to Electronics Assemblers. Accountable for labor charge data accuracy.
- Performance reviews, corrective actions, goal setting, & ongoing development.
- Communicate and alert management on production stoppages and engage in production 'Stop Light' meetings.
- Holds accountability for developing and driving solutions that resolve assembler level production challenges and roadblocks.
- Work In Process (WIP) management of local cell/line & products (staging, schedule, ageing).
- Support & complete MRB dispositions and ECN implementations tasks.
- Manage the Skill Matrix 'Skill Card' signoff process, scoring, and provide quarterly reports.
- Training content – implement training curriculums (TC) and schedules.
- Continuous Improvement - Contribute to linking defect data of production problems to problem solving.
- Other duties as assigned.
- Ability to work flexible hours and/or different shifts, if needed.
- Ability to work in a safe professional manner adhering to all regulatory requirements including OSHA, EPA, State and Federal Regulations.
- As the Company's success relies on the productivity of our team and adherence to customer product schedules, an essential function of this position is the ability to arrive to work on-time, and work each day, as scheduled.

## **Qualification Requirements:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires access to our export-controlled commodities, technical data, technology and services. These items are restricted under the International Traffic in Arms Regulations (ITAR) to U.S. Citizens, Lawful Permanent Residents of the U.S. and properly licensed foreign persons. Therefore, employment is contingent on compliance with ITAR regulations and successfully obtaining and maintaining the necessary export authorization license from the U.S. Department of Commerce's Bureau of Industry and Security, U.S. Department of State's Office of Defense Trade Controls, or other applicable government agency.

## **Education and Experience**

- BS or BA college degree in Business or Operations.
- 3 years directly related experience in Manufacturing work environment.
- 3 years of personnel management experience.
- Understanding of engineering documentation, ERP systems, and Quality Control systems.
- Strong computer skills using ERP systems, and Microsoft Windows software suit.
- Exceptional communication skills to lead a team and manage time.
- Leadership skills during product improvement problem solving.
- Model employee in regard to reliability.
- Ability to apply logical thought processes to identify and solve problems.
- Ability to work in a fast-paced situation under production schedules.
- Ability to work flexible hours and/or different shifts, as required.
- Ability to work in a safe professional manner adhering to all regulatory requirements including OSHA, EPA, State and Federal Regulations.
- As the Company's success relies on the productivity of our team and adherence to customer product schedules, an essential function of this position is the ability to arrive to work on-time, and work each day, as scheduled.
- Perform other duties as assigned.

## **Physical Requirements**

The physical demands described here are representative of those to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work within a factory environment, including moderate noise and chemical odors
- Moving between sitting, standing and walking
- Lifting up to 25 pounds periodically throughout the day
- Specific vision abilities required by this job close vision, distance vision, peripheral vision, depth perception and the ability to focus, with correction, if needed, to perform hand soldering and wiring of assemblies.

**Rantec is proud to be an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or status as a protected veteran. Rantec will consider reasonable accommodation to its policies for employees and applicants due to sincerely held religious beliefs.**