



North East Glass

82-84 Newman St Wangaratta Vic 3677 Phone: (03) 57 22 1106 www.neglass.com.au

Employment Opportunity— Factory Foreman

At North East Glass Wangaratta we specialise in energy efficient and custom sized aluminium windows and doors. We manufacture, supply and install a large range of Bradnam's aluminium systems which are renowned for high quality, durable and aesthetically pleasing features. Products available for Commercial and Residential include sliding windows and doors, bi-folds, double glazing, thermal glass, safety and security screens, shower screens, mirrors, wardrobe doors, and balustrade.

We are looking for a Factory Foremen to join our team at North East Glass 82 Newman St. Wangaratta Vic 3677.

Position is Full Time Mon – Fri 40 hours

Duties and Responsibilities include but not limited to:

- Following plans and assembling windows and doors and communicating job expectations to the Factory team; planning, monitoring, and appraising job results; coaching, counselling, initiating, coordinating, and ensuring systems, policies, and procedures are in place and understood.
- Execution of the production plan requirements on a day to day basis.
- Responsible for all activities and actions associated within the domestic manufacturing area. (Inc Window Assembly, Showers, Fly Screen & Security Doors) to achieve the production schedule.
- Work within an environment that promotes "Zero Harm" as per the occupational Health, Safety & Environment (OHS&E) Policy.
- Work within an environment that actively promotes Quality to the highest standard for our customers. Communicate & follow up issue's affecting quality.
- Promote open lines of communication within levels and between levels, recognising that engagement and collaboration are vital to the functioning of a high performance team.
- Ensure Deliver in full on time (DIFOT) – actively promotes achieving targets. Striving to excel beyond targets.
- Some heavy lifting

To be considered for this position it is preferred that applicants have the following:

- Previous experience manufacturing Bradnams products highly regarded
- Previous experience in a supervisory or management role
- Previous experience using hand tools and ability to read and interpret plans
- Forklift license - not necessary but preferred

Salary will be negotiated with the successful applicant depending on experience

Please email applications to Rebecca@neglass.com.au by 3/5/2024