



## First Solar Job Description

**Job Title:** Supervisor I, Manufacturing

**Reports To:** Manager, Shift

**Job Status:** Exempt

### Basic Job Functions:

Supervises the daily production of Photovoltaic modules in accordance with required quality standards and in a cost efficient manner.

### Education and Experience:

- High School Diploma or GED required.
- Candidate must meet one (1) of the six (6) criteria below:
  1. First Solar Supervisor/Temporary Supervisor experience
  2. First Solar Team Lead /Temporary Team Lead experience
  3. First Solar MMA/MMT experience
  4. Two (2) years supervisory experience in a manufacturing production setting, warehouse, textile, agricultural or material inspection capacity
  5. Two (2) years supervisory experience + six (6) months of First Solar experience
  6. Four (4) years supervisory experience + two (2) years of experience in a manufacturing production setting, warehouse, textile, agricultural or material inspection capacity

### Required Skills/Competencies:

- Effective communication and supervisory skills.
- Efficient Microsoft Word, Excel and PowerPoint Skills.
- Proven decision-making skills.
- Solid people skills and a positive, outgoing attitude.
- Excellent organizational and planning skills.
- The ideal candidate should have the ability to think outside the box and to develop unique and timely solutions.
- If assigned to coater area: knowledge of vacuum systems and laser operations.

### Essential Responsibilities:

- Support all safety procedures and good housekeeping standards, including our 5S system.
- Directly supervises the daily production of Photovoltaic modules in accordance with required quality standards and in a cost efficient manner in at least one specific area of the plant.
- Coordinate on-the-job training of manufacturing associates.
- Identify training opportunities to develop and maintain a highly motivated and capable team.
- Maintain all associate records in Solar Connect.
- Effective use of internal manufacturing software for production tracking.
- Maintain accurate time keeping for manufacturing associates in the Kronos system.
- Maintains product inventory accuracy.
- Utilize Theory of Constraints (TOC) methodology to maximize throughput.
- Participate in continuous improvement activities/teams.

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- Effectively interfaces with other departments.
- Support efforts to consistently exceed customer expectations.
- Coordinate with Manufacturing Specialist and other supervisors on day-to-day issues.
- Evaluate and monitor manufacturing processes ensuring cycle time is being met.
- Responsible for eliminating downtime constraints in assigned area (eg: find root cause and resolve the issue, effectively utilize support teams to improve quality and production).
- Monitor and maintain training guides and track training progress of team.
- Conduct performance appraisals.

### **Reporting Relationships:**

- Reports directly to the Manager, Shift

### **Travel:**

- Up to 10% of global travel is expected.

### **US Physical Requirements:**

- Will sit, stand or walk short distances for up to 12 hours per day.
- Will climb stairs on an occasional basis.
- Will exert up to 50 pounds of force to lift, push or pull on a seldom basis.
- Will lift, push or pull up to 27 pounds on a frequent basis.
- Required to use hands to grasp, lift, handle, carry or feel objects repetitively on a frequent basis.
- 20/40 vision in each eye, with or without correction, is required.
- Must be able to comply with all safety standards and procedures.
- May reach above shoulder heights and below the waist on a frequent basis.
- May stoop, kneel, or bend, on an occasional basis.
- Ability to wear personal protective equipment is required (including but not limited to; steel toed shoes, gloves, safety glasses, hearing protection, protective jacket or apron and arm guards).
- All associates working on the production floor may be required to wear a respirator at any given time and thus, the ability to wear a respirator is a condition of employment and continued employment (requires little or no facial hair).

*Potential candidates will meet the education and experience requirements provided on the above job description and excel in completing the listed responsibilities for this role. All candidates receiving an offer of employment must successfully complete a background check and any other tests that may be required.*

*Equal Opportunity Employer Statement: First Solar is an Equal Opportunity Employer that values and respects the importance of a diverse and inclusive workforce. It is the policy of the company to recruit, hire, train and promote persons in all job titles without regard to race, color, religion, sex, age, national origin, veteran status, disability, sexual orientation, or gender identity. We recognize that diversity and inclusion is a driving force in the success of our company.*