Production Supervisor

Full Time
Mt. Laurel, NJ US

FLSA Status
Non-Exempt

Salary
Starting at $28/hour based on experience plus twice a year bonuses

Job Summary
We are seeking a dedicated and experienced Production Supervisor to oversee daily manufacturing operations in a cGMP-compliant pharmaceutical facility. The successful candidate will be responsible for leading production teams, ensuring adherence to quality and safety standards, maintaining documentation, and achieving production targets in compliance with current Good Manufacturing Practices (cGMP), FDA, and other regulatory requirements.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Supervise day-to-day production activities in cleanrooms and controlled environments.
- Ensure all operations are carried out in accordance with **cGMP, SOPs,** batch records, and regulatory requirements.
- Monitor and enforce adherence to safety protocols, PPE usage, and hygiene practices.
- Lead and motivate production operators and technicians to meet production goals.
- Schedule and allocate manpower and resources effectively to optimize productivity.
- Review and approve batch production records, logbooks, and in-process documentation for accuracy and compliance.
- Coordinate with QA, QC, Process Engineers, and Leadership to ensure smooth operations.
- Investigate and report deviations, non-conformances, and implement corrective and preventive actions (CAPAs).
- Support process validations, equipment qualifications, and internal/external audits.
- Drive continuous improvement initiatives for productivity, quality, and efficiency.
- Maintain inventory of raw materials, components, and consumables required for production.

- Identify opportunities and challenges which are appropriate to the attention of Manufacturing Organization; and facilitates discussion and deliberation
- Promote culture of compliance as the foremost objective across manufacturing teams.
- Other duties as assigned.

Required Education and Experience

- Bachelor's degree in Pharmaceutical Sciences, Engineering, Chemistry, or related field.
- Minimum 3-5 years of experience in pharmaceutical production, aseptic processing preferred with at least 1 year in a supervisory role required.
- Strong knowledge of **cGMP**, **FDA**, **ICH**,GDocP and other regulatory guidelines.
- Familiarity with EBR systems and electronic batch record systems is a plus.
- Excellent leadership, communication, and problem-solving skills.
- Ability to work in shifts or extended hours as required.
- Proven track record of implementing advanced manufacturing technologies in pharmaceutical industry
- Deep understanding of pharmaceutical manufacturing processes
- Strategic and analytical thinking

Eligibility Qualifications
It may be necessary to work extended hours as needed.

Competencies

- Collaboration Skills
- Project Management
- Communication Skills
- Customer/Client Focus
- Initiative
- Leadership
- Organizational Skills
- Complex Problem Solving/Analysis
- Technical Capacity

Supervisory Responsibility
This position has no supervisory responsibilities.

Work Environment
This job operates primarily in an controlled laboratory environment. This position requires the use of laboratory equipment, and frequent standing and walking.

Language Skills
Must be able to read, write, speak and understand English fluently and have the ability to read and interpret documents such as operating and maintenance instructions and procedure manuals.

Mathematical Skills
Uses addition, subtraction, multiplication and the division of numbers including decimals and fractions when checking of reports, forms, records and comparable data where interpretation is required involving basic skills knowledge.

Reasoning Ability
Must have the ability to solve practical problems and deal with a variety of concrete variables in situations where substantial standardization exists. Must be able to interpret instructions furnished in written, oral, and diagram or schedule form.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- May sit, stand, stoop, bend and walk intermittently during the day.
- May sit or stand seven (7) to ten (10) hours per day.
- Finger dexterity to operate office equipment required.
- May need to lift up to 25 pounds, on occasion

Position Type and Expected Hours of Work
This is a full-time position. Because of the nature of the business, work schedules may vary at times.

Travel
No travel is expected for this position at this time however, this could change.

Disclaimer
The above job description is intended to describe the general nature and level of work being performed by employees assigned to this job. It is not designed to capture or illustrate a comprehensive list of all responsibilities, duties, and skills required of employees assigned to this job.

AAP/EEO Statement
Stokes Healthcare is an Equal Employment Opportunity and Affirmative Action Employer.