

## Vodja proizvodnje / Production manager



### **Arex d.o.o.**

*An international company that has been offering customers innovative tools and solutions for over 27 years. Brave, youthful, responsive and motivated masters who value belonging and cultivate respect for ourselves and others. We live and nurture values based on people, and we move milestones with a clearly defined vision in everything we do. We are always ready to protect what is important and those who are closest to us. Our goal is clear - a peaceful and secure world.*

*Arex is a family that brings together employees, business partners and all of you who share our ideas, passions and values with us.*

### **Arex d.o.o.**

*Mednarodno podjetje, ki že več kot 27 let strankam nudi inovativna orodja in rešitve. Pogumni, mladostni, odzivni in zagnani mojstri, ki cenimo pripadnost ter vzgajamo spoštovanje do sebe in drugih. Živimo in negujemo vrednote, ki temeljijo na ljudeh, z jasno oblikovano vizijo pa premikamo mejnike pri vsem, kar počnemo. Vedno smo pripravljene varovati tisto, kar je pomembno in tiste, ki so nam najbližji. Naš cilj je jasen — miren in varen svet.*

*Arex je družina, ki združuje zaposlene, poslovne partnerje ter vse vas, ki z nami delite naše ideje, strasti in vrednote.*

### **ALI STE PRAVI ZA NAS?**

*Vodenje in organizacija proizvodnje v obrambni industriji vam predstavlja želeni izziv. Iščete rešitve in priložnosti za optimizacijo procesov. Zanima vas razvojno napredno delovno okolje in nenehna izboljšava postopkov za doseganje boljših rezultatov. Zlahka se prilagodite izzivom okolja. Imate močne organizacijske sposobnosti, radi vodite in motivirate svoje zaposlene.*

### **ARE YOU RIGHT FOR US?**

*Management and organization of production in the defence industry presents you the desired challenge. You are looking for solution and opportunities for process optimization. You are interested in a developmental advanced work environment and continuous improvement of procedures to achieve better results. You can easily adapt to the challenges of the environment. You have strong organizational skills; you like to lead and motivate your employees.*

## VAŠE GLAVNE ODGOVORNOSTI

1. Vodenje in organizacija proizvodnih procesov;
2. načrtovanje proizvodnih procesov;
3. načrtovanje, uvajanje strategij in programov za optimizacijo proizvodnih procesov;
4. vpeljevanje vitke proizvodnje
5. nadzor tehnoloških postopkov posameznih operacij, zagotavljanje predpisane kakovosti izdelkov v skladu s standardi;
6. sodelovanje pri pripravi planov proizvodnje, investicij in vzdrževanja;
7. izdelava tedenskega, mesečnega in letnega proizvodnega plana
8. sodelovanje ter usklajevanje dela z ostalimi oddelki;
9. učinkovito vodenje, povezovanje in motiviranje zaposlenih;
10. nadzorovanje zaposlenih in zagotavljanje delovne discipline;
11. spremljanje rezultatov proizvodnje preko ključnih kazalnikov uspešnosti, priprava poročil in uvajanje izboljšav;
12. skrb za varstvo in zdravje pri delu in upoštevanje vseh varnostnih predpisov;
13. postati del vodstvene ekipe in aktivno sodelovati z ostalimi člani;
14. druga operativna dela s področja vodenja proizvodnje.

## YOUR MAIN RESPONSIBILITIES

1. management and organization of production;
2. production of process planning;
3. planning, deploying strategies and programmes to optimise production;
4. introduction of lean production;
5. control of technological procedures of individual operations, ensuring prescribed quality of products;
6. participation in the preparation of production, investment and maintenance plans;
7. preparation of weekly, monthly and annual production plan;
8. cooperation and coordination of work with all departments;
9. effectively manage, connect and motivate employees;
10. supervising employees and ensuring work discipline;
11. monitoring production results through key performance indicators, preparing reports and introducing improvements;
12. safety and health at work and compliance with all safety rules;
13. take active part in Leadership team;
14. other operational work in the field of production management.

## PRIČAKUJEMO:

1. najmanj VI. stopnja ustrezne izobrazbe (prednost imajo kandidati iz tehničnih smeri);
2. najmanj 4 let delovnih izkušenj kot vodja proizvodnje;
3. obvladovanje orodij za učinkovito vodenje proizvodnega procesa;
4. poznavanje in izkušnje na področju LEAN projektov;
5. osnovno razumevanje financ;
6. izkušnje s serijsko proizvodnjo;
7. razumevanje tehničnih risb in tehnologij;
8. zelo dobro poznavanje MS Officea (Word, Excel, Powerpoint in drugih predstavitev);
9. odgovornost, samostojnost in samoiniciativnost;
10. sposobnost motiviranja ekipe, vživljanja v vlogo drugih, delegiranja, reševanja

## WHAT WE EXPECT?

1. at least VI. level of education (priority shall be given to candidates from technical directions);
2. at least 4 years of work experience as a production manager;
3. mastering tools for efficient production process management;
4. knowledge and experience in LEAN projects;
5. basic understanding of financials;
6. experience in serial production;
7. understanding of technical drawings and technologies;
8. skilled PC user, very good knowledge of MS Office (Word, Excel, Powerpoint or other presentation);
9. responsibility, independence and self-initiative;
10. ability to motivate the team, to participate in the role of others, to take part in

- konfliktnih situacij, sodelovanja in spodbujanja sodelovanja, timskega dela;
11. pogajalske in upravljaljske spretnosti;
  12. komunikacijske, vodstvene in odločevalske sposobnosti;
  13. sistematični pristop in ciljna naravnost
  14. tekoče znanje angleškega jezika.

- delegated, to resolve conflict situations, to cooperate and to promote cooperation, teamwork;
11. strong negotiation and project management skills;
  12. communication, leadership and managerial skills;
  13. systematic approach and target orientation;
  14. fluent English.

## **NUDIMO:**

1. Priložnost postati del uspešnega, strateško naravnane, stabilnega in strokovnega podjetja.
2. Urejeno in varno delovno okolje z močno mednarodno vpetostjo.
3. Dobro in stimulatívno plačilo, dodatno nagrajevanje.
4. Možnost osebnega in kariernega razvoja ter strokovnega izpopolnjevanja.
5. Zaposlitev za nedoločen čas, s šestmesečnim poskusnim rokom.

Sedež podjetja Arex d.o.o. je v Šentjernej. Z delom je možno pričeti TAKOJ oz. po dogovoru.

### **PRIDRUŽI SE NAM.**

Vedno stojimo za svojimi besedami in dejanji, zato smo prepričani, da se boste v naši družini dobro počutili!

Vabimo vas, da se nam predstavite s CV-jem, v slovenskem in angleškem jeziku.

Najkasneje do 31.7.2022 ju pošljite na e-mail: [zaposlitev@arex.si](mailto:zaposlitev@arex.si) ali na naslov Arex d.o.o., Trubarjeva 7, 8310 Šentjernej s pripisom: Kadrovska služba.

## **WE OFFER:**

1. Opportunity to become part of a successful, strategically oriented, stable and professional company.
2. Orderly and safe working environment with strong international involvement.
3. Good and stimulating payment, additional rewards.
4. Possibility of personal and career development and professional development.
5. Permanent employment, with a 6 - month probationary period.

Arex is headquartered in Šentjernej. Work can be started by appointment.

### **JOIN US.**

We always stand by our words and actions, so we are sure you will feel great in Arex family!

We invite you to introduce yourself with a CV, in Slovenian and English language.

Send them to e-mail by 31.7.2022: [zaposlitev@arex.si](mailto:zaposlitev@arex.si) or to the address Arex d.o.o., Trubarjeva 7, 8310 Šentjernej with the note: **Kadrovska služba.**

Šentjernej, 27.06.2022