



Production Supervisor

Electronics / Mechanical

Job type: Full-time, Permanent

Salary: HKD\$20,000 - \$30,000 per month (13months)

Location: Sha Tin, Hong Kong

Who we are

PMD Engineering is one of the fastest growing international technology companies specialising in the design and manufacture of electro-mechanical sub-assemblies. With our Sales and Marketing offices based in London, UK, and our Engineering Centre and Factory in Shatin, Hong Kong, we deliver complex solutions to customers worldwide in a broad range of industries including Consumer Electronics, Automotive, Industrial, Medical and Aerospace.

We are an innovative engineering company which prides itself on consistently delivering high-quality products to some of the largest engineering companies in the world, thanks to our expertise in electro-mechanical design and our world-class production lines developed in-house. We thrive within an open, friendly culture where new ideas and initiatives are always encouraged.

Role Description

We are now seeking a Production Supervisor with the technical knowledge to manage production teams in a manufacturing environment. The ideal candidate will have experience within a similar production environment.

Responsibilities

- Supervise Production with Quality mind-set
- Cross-check readiness before and during production
- Able to understand and implement work instructions, guidelines and standards
- Enforce company policies and regulations
- Perform daily production as per assigned
- Clear record on production log and ensure all information is correct
- Ensure that production plans are executed in a given time

- Prepare all necessary reports and documentations as per company's Quality Management System
- Report and Raise out issues (including equipment/fixtures/machines) to appropriate parties
- Ensure Operators to maintain quality of the built products
- Maintain a clean and safe environment for all workers

Requirements

- Tertiary education in a relevant engineering discipline with minimum 3 years of supervisory working experience in production management
- Knowledge of Production & Quality Control in the electronics industry
- Practical hands-on experience with Soldering is an advantage
- Excellent coaching and communication skills
- Good command in English is necessary; fluency in Cantonese
- Well-organised, strong sense of responsibility and a good team player
- Understanding of machine controls and instrumentation

Employment details and benefits

- Initial probationary period of 3 months
- 9:00am ~ 6:00pm with 1 hour lunch
- Based in Shatin, Hong Kong
- 14 days annual leave plus birthday leave
- Hong Kong public holidays
- Stocked refreshments in our kitchenette
- Group medical insurance benefit
- Monthly company-wide incentive scheme

We want to hear from you!

If this sounds like an ideal job for you, then please get in touch by emailing us your resume and covering letter; we'd like to hear your story, and get to know you a bit before the interview.