



JOB TITLE: Shop Foreman

## SUMMARY

The Shop Foreman provides lead work direction over shop employees engaged in performing the maintenance and repair of electric motors and other industrial equipment.

## ESSENTIAL DUTIES & RESPONSIBILITIES

- Provides work direction to employees; sets work priorities, trains staff, oversees time clock, issues verbal or writing warnings as necessary.
- Assists mechanics with questions or problems with a repair; ensures all repairs are done correctly.
- Ensures shop staff are following safe work practices and uses available safety equipment.
- Ensures shop tools and equipment are inspected, repaired, and ready for use prior to being placed into service.

## QUALIFICATIONS & REQUIREMENTS

- 5-10 years of experience in electric motor repair or related field.
- 5 years of experience in a supervisory position in electric motor repair or related field.
- Ability to create and maintain effective working relationships with employees, supervisors, and customers.

## APPLICATION PROCESS

Welcome to CAW Recruiting Services! Thank you for your interest in this position. If your experience matches the description above, please submit your resume by clicking the “apply” button.

If your profile does not match this job description, we still encourage you to reach out to one of our representatives, so we can learn about your professional aspirations. Visit our website at [www.cawrecruiting.com](http://www.cawrecruiting.com) for more information and additional openings. We look forward to getting to know more about you.

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