



Job Title:	Production Lead-Kitting	Position Type:	Full Time
Location:	Sheridan, WY	Date Posted:	09/21/2026
Level/Salary Range:	Non-Exempt (hourly)/ \$22.00 - \$30.00 DOE	Posting Expires:	When filled
Schedule/OT Requirements:	6am – 8am OR 8am – 4pm, Overtime may be required based on production needs		
Reporting Official:	Production Supervisor		

Submission Information:

Kennon is an equal opportunity employer and will seriously consider every qualified applicant interested in joining our growing team. Please apply through our webpage: <https://kennonproducts.com/careers/>

Questions or accessibility issues may be directed to: recruiting@kennoncovers.com

Job Description:

Job Purpose:

As a Production Lead, you will serve as a working leader within the production team, helping coordinate daily activities, support Production Specialists, and ensure work is completed safely, efficiently, and in accordance with quality requirements. You will provide hands-on guidance, training, and support while acting as a communication link between team members and Production Supervisors.

Success in Kennon's dynamic work environment requires strong technical knowledge, attention to detail, effective communication, and the ability to lead by example while maintaining productivity, quality standards, and schedule adherence. You will help monitor workflow, address day-to-day production challenges, and support the team in meeting production schedules and customer commitments.

Key Responsibilities:

- Lead daily production activities and coordinate work assignments.
- Provide hands-on leadership and serve as the primary day-to-day resource for Production Specialists.
- Train, coach, mentor, and support Production Specialists in job skills, processes, quality requirements, and safe work practices.
- Assist with onboarding, cross-training, skills development, and training plan creation and execution.
- Promote a culture of teamwork, accountability, quality, ownership, and continuous improvement.
- Conduct performance reviews, provide coaching and feedback, and address performance concerns when necessary.
- Assist in the development of production schedules with the guidance of the Production Supervisor.
- Coordinate with Production Supervisors, Production Leads, and other departments to maintain schedule adherence.
- Maintain visibility and transparency of production status and communicate schedule risks, production concerns, materials shortages, equipment issues and recovery plans to stakeholders.
- Ensure production activities comply with Quality Management System requirements, engineering specifications, product standards, and documented work instructions.
- Verify accurate completion of production records, quality documentation, and work order requirements.
- Support investigation and containment of quality issues and nonconformances and assist with implementation of corrective actions.
- Collaborate with Engineering, Quality, Production Supervisors and Sales teams to support process improvements, new product introductions, and manufacturing improvements.

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- Partner with Supply Chain and Procurement to ensure materials are available to support production schedules
- Assist with inventory management activities by monitoring material availability, usage, and inventory accuracy.
- Develop, update, and maintain work instructions, task documentation, and visual aids to ensure consistent execution of production processes, training activities, and leadership responsibilities.
- Maintain safe work areas and promote adherence to 5S, housekeeping, and workplace organization standards.
- Perform production work as needed to support team objectives and customer requirements.
- Perform other duties as assigned.
- Promote and exemplify Kennon's core values: Integrity, Caring, Responsive, and Daring.

Minimum Qualifications:

- High school diploma or equivalent.
- 1+ year of manufacturing, production or assembly experience.
- Strong understanding of manufacturing processes and quality requirements.
- Ability to read and interpret production documents, work instructions, drawings, and specifications.
- Strong communication, organizational, and problem-solving skills.
- Effective verbal and written communication skills.
- Demonstrated ability to lead, train, and support employees in a production environment.
- Basic proficiency with Microsoft Office applications – Excel, Outlook, Word, Teams.
- Alignment with Kennon's Core Values: Daring, Caring, Integrity, and Responsive.

Preferred Qualifications:

- 3+ years of manufacturing experience.
- Previous experience serving as a team lead, lead operator, trainer, or similar manufacturing leadership role.
- Experience working in a regulated or quality-driven environment (e.g., ISO 9001, AS9100).
- Basic understanding of production planning, training coordination, and cross-functional manufacturing efforts.
- Knowledge of Lean manufacturing principles, 5S, visual management and continuous improvement methods
- Proficient in the use of Microsoft Excel.

Physical Requirements:

- Ability to stand and walk for extended periods.
- Frequent use of hands for assembly and production tasks.
- Ability to lift up to 40 pounds occasionally (from floor to table).
- Ability to bend, reach, kneel, and perform repetitive motions.
- Visual ability to inspect small parts and read technical documentation.

About Kennon

Kennon Products has a forty-year history of proudly designing and manufacturing quality products that protect high value assets. Founded in 1984 to provide general aviation products, Kennon has grown into a multi-faceted company with international sales. We lead with cutting edge research and development, utilization of advanced materials and composites, and delivery of diverse product lines that include preservation of private, commercial, and military aircraft integrity; safety in behavioral health; and life-protection for our service men and women. Our success has come through consistently providing innovation, ensuring superior design, and maintaining our commitment to quality. Together, we deliver innovative solutions to protect what matters most.

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