

# Track Service Group Leader

## Your tasks

Our Hoosier location in Lakeville, IN is seeking a dedicated Track Service Group Leader to support the Department Manager in coordinating daily shop operations, assigning tasks, and ensuring efficient workflow. This is a hands-on role that actively works alongside the team to complete shop and event-related tasks. Responsibilities include maintaining a safe and organized environment, tracking assignments and inventory, and supporting event logistics such as staffing, equipment, and scheduling. The role also assists with employee training, monitors performance, maintains documentation, and helps ensure projects are completed on time.

## HOW YOU WILL MAKE AN IMPACT

- Assist the Department Manager in coordinating daily shop priorities and communicating assigned tasks to crew members.
- Communicate responsibilities and expectations to crew and Event Managers as directed.
- Track and follow up on assignments to ensure timely project completion.
- Maintain shop organization, workflow efficiency, and cleanliness.
- Follow and reinforce proper safety procedures; report safety concerns to management.
- Perform and assist with tracking of shop and event equipment and supplies.
- Notify maintenance personnel of equipment or facility repair needs.
- Monitor event schedules and provide input to management regarding staffing and equipment needs.
- Serve as backup support for the adjustment process when needed.
- Assist with testing layout setup and tracking activities.
- Communicate with Department Manager and Event Managers regarding logistics for event support.
- Verify loading of products and supplies.
- Report employee performance observations, including recognition opportunities and concerns, to management for review.
- Assist with R&D inventory tracking.
- Communicate updates to work instructions and checklists to the Department Manager.
- Support employee training by helping onboard new staff and reinforcing procedures; assign training partners as directed.
- Coordinate with Event Managers to support staffing, equipment, and inventory logistics as directed.
- Assist with equipment maintenance and tracking.
- Maintain organized filing systems to track event returns, supply orders, and maintenance records.
- Attend daily meetings with the Department Manager and staff.
- Assist with air gauge calibration, tracking, and related documentation.
- Perform hands-on shop and track work alongside team members as



Job ID  
**REF96455K**

Field of work  
**Logistics**

Location  
**Lakeville**

Leadership level  
**Leading People**

Job flexibility  
**Onsite Job**

Legal Entity  
**Hoosier Racing Tire Corp.**

needed.

- Complete special projects and other duties as assigned.

***NOTE: May not be inclusive of all work required and may be updated as needed.***

## **THE ENVIRONMENT**

- Safety is our highest priority and safety procedures / guidelines must be always adhered to. This includes safety wear such as steel toed shoes, hearing protection, and safety glasses as needed
- The job is within a non-climate-controlled environment where you will be exposed to temperature swings (hot/cold), forklift and pedestrian traffic, and noise
- The role involves various physical tasks, including lifting and operating machinery, with comprehensive training provided.

## **Your profile**

### **WHAT YOU BRING TO THE ROLE**

- Valid Driver's License with a clean driving record
- Candidate must have a valid passport or be willing to obtain one within 90 days
- Willingness to travel and work flexible hours, including weekends.
- Ability to work in a fast-paced, dynamic, team environment.
- Mechanical aptitude and problem-solving skills.
- Detail-oriented with strong follow-through on assignments and documentation
- Flexibility to adapt to changing priorities and support special projects as needed
- Ability to follow instructions written in standard English.
- Excellent communication and customer service abilities.
- Ability to stand for long periods.
- Ability to bend, climb, squat, crawl, reach and twist frequently.
- Ability to lift up to 75lbs. frequently and occasionally up to 100 lbs plus (with assistance)
- Professional appearance and clean work habits are essential.
- Legal authorization to work in the U.S. is required. We will not sponsor individuals for employment visas now or in the future for this job posting.
- Continental is not able to pay relocation expenses for this opportunity.

## **Our offer**

All your information will be kept confidential according to EEO guidelines.

### **EEO-Statement:**

EEO / Disabled / Protected Veteran Employer. Continental offers equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender

identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law. In addition, as a federal contractor, Continental complies with government regulations, including affirmative action responsibilities for qualified individuals with a disability and protected veterans, where they apply. To be considered, you must apply for a specific position for which Continental has a current posted job opening. Qualifying applications will be considered only for the specific opening(s) to which you apply. If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available. Further, Continental provides reasonable accommodations to qualified individuals with a disability. If you need assistance in the application process, please reply to [Careers@conti-na.com](mailto:Careers@conti-na.com) or contact US Recruiting at 800-821-2727. This telephone line and email address are reserved solely for job seekers with disabilities requesting accessibility assistance or an accommodation in the job application process. Please do not call about the status of your job application, if you do not require accessibility assistance or an accommodation. Messages left for other purposes, such as following up on an application or non-disability related technical issues, will not receive a call back.

Ready to drive with Continental? Take the first step and fill in the online application.

## About us

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic, and transportation. In 2023, Continental generated sales of €41.4 billion and currently employs around 200,000 people in 56 countries and markets.

Tire solutions from the Tires group sector make mobility safer, smarter, and more sustainable. Its premium portfolio encompasses car, truck, bus, two-wheel, and specialty tires as well as smart solutions and services for fleets and tire retailers. Continental delivers top performance for more than 150 years and is one of the world's largest tire manufacturers. In fiscal 2023, the Tires group sector generated sales of 14 billion euros. Continental's tire sector employs more than 56,000 people worldwide and has 20 production and 16 development sites. Are you ready to shape the future with us?

Hoosier Racing Tire, the largest race tire manufacturer in the world, has continually promoted passion, pride, and success in the racing industry since 1957. Based in Plymouth, Ind. their state-of-the-art facility, including a fully integrated technology and R&D center, is solely dedicated to engineering, designing, supporting, and manufacturing the over 1,000 different types of racing and high-performance tires currently produced. Instilled with the heritage of champions, Hoosier utilizes a model sales and distribution network to deliver winning results globally. Hoosier Racing Tire is a 100% subsidiary of Continental AG.