



## **Production Supervisor / Inventory Control (Evening Shift)**

We are seeking a detail oriented person that can direct and coach our evening staff. The position also requires knowledge of inventory control and purchasing. The evening supervisor will ensure the production requirements are complete for the next business day.

### **Duties include but are not limited to:**

- Developing and maintaining extensive operating knowledge of all equipment and in-depth knowledge of all production position job duties performed at Quintex.
- Supervision of evening production staff and managing evening laundry operations.
- Maintaining a clean and safe workplace in accordance with company procedures and standards and enforcing all safety and processing procedures.
- Ensuring compliance with Manitoba Workplace Safety and Health standards and regulations.
- Meeting daily productivity and quality requirements.
- Optimizing team productivity and hours including overtime.
- Effectively communicates with all levels of management and employees.
- Training new employees and coaching/ mentoring existing employees.
- Suggesting and implementing new ideas and engaging with management to implement continuous improvement projects.
- Attentively completing purchase orders per company standards.
- Contributing to team effort by accomplishing related duties as needed.

### **The successful individual will possess the following:**

- Educational background in production management preferred.
- 2 years of previous supervisory experience.
- 2 years of inventory control and purchasing experience.
- Experience in a manufacturing or food service environment.
- Demonstrates good work ethic and reliability, and thrives in a fast paced environment.
- Excellent multitasking capabilities and time management skills.
- Ability to set, prioritize, and meet goals.
- Ability to motivate and effectively manage staff to meet demands of production schedule.
- Excellent organizational, interpersonal, and communication skills.
- Knowledge and understanding of Manitoba Workplace Safety and Health standards.
- Physical requirements include but are not limited to: standing for extended periods of time, repeated bending, stretching, lifting, twisting and reaching.

### **Quintex offers employees:**

- A 4day/40hour work week
- Medical, dental and life insurance benefits
- RSP match program
- Career advancement opportunities

### **Schedule:**

- Monday to Thursday 10:45am- 9:15pm

Please submit your resume **AND** complete a short assessment by copying and pasting the following URL into your browser:

[https://assess.predictiveindex.com/oi/salesrep?utm\\_source=pisoftware&utm\\_content=%2fAssessments%2fOpenInvitation%2f0&utm\\_medium=247566](https://assess.predictiveindex.com/oi/salesrep?utm_source=pisoftware&utm_content=%2fAssessments%2fOpenInvitation%2f0&utm_medium=247566) to apply for this opportunity

*We thank all applicants for their interest, but only those selected for an interview will be contacted*