

Title: Production Supervisor

Reports To: Production Manager

Location: Hawkesbury

We are looking for an experienced **Production Supervisor** to oversee our production operations. You will be responsible for ensuring manufacturing remains a smooth and efficient process by monitoring employees and organizing workflows.

In a fast paced environment like production, the supervisor is an integral part of the manufacturing process. They must be competent and comprehend complex operations. You should also be able to optimize day-to-day activities while minimizing the costs.

The goal is to ensure that production processes deliver products of maximum quality in a profitable manner.

Principal Responsibilities may include:

- Set daily/weekly/monthly objectives and communicate them to employees
- Organize workflow by assigning responsibilities and preparing schedules
- Oversee and coach employees
- Ensure the safe use of equipment
- Check production output according to specifications
- Submit reports on performance and progress
- Identify issues in efficiency and suggest improvements
- Enforce strict safety guidelines and company standards

Skills and Competencies:

- Proven experience as Production Supervisor or similar role
- Experience in using various types of manufacturing machinery and tools
- Advanced skills in MS Office
- Organizational and leadership abilities
- Communication and interpersonal skills
- Self-motivated with a results-driven approach
- Problem-solving skills

Qualifications (education & experience)

- High School Diploma; Degree in a technical, engineering or relevant field will be an advantage

Work Conditions

- Shift work
- Can lift 50lbs (if required)



Please apply to Sarah-Jane with your cover letter and resume; sjrutherford@montebellopkg.com
We appreciate your interest in the position and welcome your application; however only those retained for an interview will be contacted.

Montebello is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. If you require any accommodation, please reach out to Diane dmenard@montebellopkg.com.