

PLANT MANAGER

Muffin Mam

JOB DESCRIPTION

Muffin Mam's Plant Manager generally manages the company's daily business activities. He/She manages the systems and processes that Muffin Mam floor uses every single day. This person manages Muffin Mam's human and material resources, contributes to operational plans for improvement, and ensures that procedures are carried out properly and consistently across all shifts. Additionally, Muffin Mam's Plant Manager regularly evaluates the workforce required to operate efficiently and suggests necessary changes to maximize staff productivity. This key member of the management team assesses the needs of the company and finds ways to contribute to the big picture by managing daily operations as efficiently as possible.

OBJECTIVES

The Plant Manager may directly supervise other managers and shift leads, while reporting directly to the Chief Operations Officer. Muffin Mam's Plant Manager is responsible for:

Implementing and executing operational policies and guidelines for Muffin Mam

Working with Human Resources to hire competent personnel and oversee employee training programs

Working with Human Resources to develop and implement staff evaluations

Managing the schedule of production of products to meet all dates and deadlines committed to customers

Ensure that ingredients and other resources are being used as efficiently as possible

Managing and consistently strengthening vendor relationships

Implementing new company policies

Ensuring the quality of products is always excellent and always consistent

SKILLS AND QUALIFICATIONS

3+ years of progressive working experience in an operations role

2+ years of executive-level or leadership experience in food manufacturing

Excellent leadership and organizational abilities

Superior knowledge of industry regulations and operational guidelines

Demonstrated success innovating solutions to increase productivity and profitability

Excellent communication skills

PREFERRED QUALIFICATIONS

Bilingual (English and Spanish) proficiency heavily preferred

Personal certifications in personnel management, operations management, or supply chain management

