

POSITION: Operations Manager, Beef Processing

REPORTS TO: The Country Butcher Board

SHIFT: 1st but flexible

DEPARTMENT: Management

POSITION TYPE: Full-time; Salary

PAY RANGE: \$105k - \$130k

OBJECTIVE: The primary goal of this position is to oversee the complete operations of the Country Butcher facility. This position will bring leadership to the management and supervision staff in the planning and decision-making process and will instill accountability and commitment to meeting the business goals established. This position will manage in a manner that supports the Country Butcher values and with a commitment to the welfare, safety, and morale of all team members.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Direct and manage plant operations for production, maintenance, quality, sanitation, HR, accounting, and other support functions.
- Create an annual business plan and budget to help support the safety, efficiencies, profitability, and positive culture of the Country Butcher plant.
- Present monthly financial data with production, safety, and quality metrics to the ownership group.
- Generate weekly and monthly data reports to share with ownership.
- Develop daily and weekly production, quality, and safety reports with goals to hit.
- Coordinate plant activities through effective planning with departmental managers/supervisors to ensure production, safety, and quality objectives are accomplished in a timely and cost-effective manner.
- Promote a positive environment where all USDA guidelines are met through our people and processes.
- Promote, participate in, and guide any safety and quality programs throughout the plant.
- Comply with USDA and all plant food safety policies and regulations.
- Work and collaborate with a diverse work population.
- Perform a variety of specialized tasks in a cold, wet, or damp environment.
- Ability to work with individuals professionally to resolve any concerns or work performance issues.
- Lead a team to develop standard operating procedures for all positions throughout the plant.
- Maintains appropriate staffing levels by coordinating personnel to fill vacant/absent positions.
- Controls waste by minimizing products sent to inedible and providing sanitary working environment.
- Provides technical expertise to resolve production issues and creates and ensures corrective actions are implemented.
- Responsible for and coordinates all employee safety programs to determine their adequacy including review of short- and long-term strategic safety planning and development.
- Works with all managers to perform safety audits and inspect facilities, machinery, and safety equipment to identify and correct potential hazards, and to ensure safety regulation compliance.
- Various other responsibilities as needed and determined by the Board and Management Team.

NOTE: This description is not intended to be all-inclusive. An employee may perform other related duties to meet the ongoing needs of the organization.

MINIMUM QUALIFICATIONS (Required):

- 5+ years of supervisory/leadership experience.
- Strong leadership skills, excellent math skills, excellent oral and written communication, and basic computer knowledge. Sound reasoning skills and problem-solving aptitude is also important. The ability to coach and mentor growing personnel at all levels is critical to this position.
- Must be able to perform the job duties with or without reasonable accommodations.
- Ability to work extended scheduled hours Monday through Friday with weekends as necessary.
- Must be able to successfully complete training: HACCP, BRC/SQF, SSOP, Good Manufacturing Practice (GMPs).
- Experience with Microsoft Excel and ERP Systems and Processes. Must be able to function with traceability programs to develop and complete reporting and record keeping.
- Ability to maintain confidential information.
- Ability to make strategical, analytical decisions that positively impact the Country Butcher's business.

PREFERRED QUALIFICATIONS/SKILLS:

- Ability to write reports and business correspondence as well as present to large groups.
- Bilingual in Spanish and English.
- Knowledge of meat processing and subsequent job specifications.
- Ability to build a team and promote a positive culture throughout the facility.
- Bachelor's Degree in a related field or minimum 2-5 years of food production management experience.
- Ability to effectively present information and respond to questions from customers, business partners, USDA, supervisors, and employees.