



**Title:** Manager, Production

**Location:** currently at 4507-61 Ave Leduc, AB however we will be relocating by year end to 3735-8th Street Nisku, AB

At Star, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

### **Job Overview**

Reporting to the Manufacturing Manager, as the **Manager, Production** you will ensure doors, joints and trusses are manufactured in an accurate, efficient and safe manner. You also lead and plan priorities, schedules and workflows to continuously improve processes, tools and infrastructure.

Your day-to-day responsibilities will include:

- Developing, supervising, and providing guidance to Production and Design team members.
- Supervising timecard system daily and reviewing time summaries before submitting to payroll.
- Promoting safe work environment and ensuring compliance with environmental health and safety programs.
- Maintaining feedstock materials and inventory levels, including demand forecasting.
- Screening incoming orders, determining production time required and planning production schedules accordingly.
- Updating performance to the production schedule and adjusting as variables change. Monitoring and maintaining efficiency levels against baselines established with EWP Manager.
- Overseeing machinery, technological tools, infrastructure, and capital programs.
- Providing pre and post-sale technical support and consultation for customers.
- Liaising with customers, Sales and Production staff to resolve production issues in a professional and timely manner.
- Monitoring in-process job flow to identify and rectify bottlenecks or other joist production issues.
- Providing hands-on assistance in the production yard and the shipping/lumber department, as required.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- A creative problem solver; you think outside the box for solutions without fear of failure.
- A leader; you attract, retain, develop or improve the skills of others through effective coaching and guidance.

### **Essential Requirements**

- High School Diploma, or equivalent.
- Minimum 3 years of production management related experience.
- Valid driver's licence and access to reliable vehicle.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office Programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint).

## What We Value

- Creating trusting and successful working relationships.
- Setting clear, measurable and achievable goals.
- Cooperating with team members in an open, positive and respectful manner.
- Staying current with technical job skills.
- Taking responsibility for the outcomes of decisions and actions.

## Work Conditions

You primarily work on site during regular business hours Monday to Friday with the occasional Saturday. Work has exposure to noise from equipment/machinery and occupational hazards as well as dealing with inclement weather and dust. Overtime may occasionally be required.

## About Us

Star Building Components has a reputation as leading Roof Truss and Engineered Wood specialists within the industry, built on workmanship and innovative approach to design solutions.

With over 40 years of experience operating from a modern 22,000 square foot production facility supplying roof trusses, open web floor trusses and engineered wood products for use on residential, multi-family, commercial and agricultural buildings. To learn more, click [here](#).

*Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.*

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

**Closing Date:** June 24, 2024

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