

ABOUT US:

Smartrend Manufacturing Group (SMG), Inc., established in 2004, is a leading supplier of customer-specific engineered parts and assemblies for transportation industries and general industrial applications. In 2018, First Light Safety Products (FLSP) was created as a tradename under SMG, to pioneer self-contained illuminated safety products for the pupil transportation industry. In the years since FLSP has emerged as the market leader for Illuminated School Bus Signs and Fully Illuminated Stop Arms and pursued exclusivity over its products and technologies through considerable investment in proprietary know-how and patent protection.

SUMMARY:

The **Operations Manager** is a highly motivated, self-driven, intelligent, capable, self-confident individual who excels in a fast-paced environment. They have strong leadership, planning, and communication skills. This individual is able to spot gaps and likes to tackle the problem with thought and deliberate execution. The successful candidate is a collaborative self-starter, quick thinker, and results-oriented.

DETAILED DUTIES AND RESPONSIBILITIES:

- Oversees operational systems, processes, and infrastructure while looking for opportunities for improvement
- Assist with planning and execution of facility layout optimization
- Responsible for maintenance of equipment and facilities
- Identify areas of improvement for material movement between SMG's various facilities
- Direct and coordinate plant operations within company policies and procedures
- Meet plant budget and production goals, quality requirements, cost targets, and delivery schedules
- Deploy proactive continuous improvement measures to increase efficiencies throughout various departments and facilities
- Laise with Manufacturing, Supply Chain, Quality, and Engineering teams to accomplish company goals
- Monitor daily operation schedules for assigned departments for accuracy and ensuring daily operational goals are realized
- Focused on improving quality, delivery, and cost

KNOWLEDGE, SKILLS, AND ABILITIES:

- Strong background in manufacturing, warehouse operations, and inventory management with minimum 10 years of experience
- Engineering background is an asset
- Ability to motivate others and provide complete, direct and actionable feedback
- Proven experience successfully implementing continuous improvement initiatives
- Skilled multi-tasker, capable of balancing shifting priorities to meet deadlines
- Solutions oriented, critical thinker, committed to meeting internal and external customer expectations
- Technologically advanced with strong computer skills and capabilities in Microsoft Word, Excel, and PowerPoint
- Ability to prioritize and manage multiple projects simultaneously
- Project management skills are an asset
- Work well under pressure and under tight timelines
- High level of organizational skills, detail-oriented, and analytical
- Must possess excellent communication skills to collaborate with customers and multiple-disciplinary teams
- An energetic, diligent work ethic and able to work with little supervision
- Able to travel within Canada, the USA, and internationally, as required

Share with us your talent, drive, and entrepreneurial spirit and we will provide a creative and supportive environment, where valuable contributions are rewarded and celebrated with professional growth, job satisfaction, and an attractive total compensation program as follows:

- Starting salary of \$70,000 to \$100,000, depending on experience
 - Annual bonus of 15% based on performance metrics
- Opportunity for advancement to Director of Operations
 - Includes an increase in salary, bonus, and potential participation in ESOP
- Group Insurance Plan with Health Spending Account
- Paid Vacation
 - Includes company paid shutdown from Christmas to New Year

We would like to thank all applicants who apply, however, only those selected for an interview will be contacted.