



SARDO FOODS

Sardo Foods is a family owned and operated company with more than 40 years of experience in manufacturing, sales and national distribution. Sardo Foods is one of Canada's largest private label suppliers and manufacturers of fine Mediterranean-grown olives and antipasti. We produce over 200 traditional and innovative product lines for both Retail and Food Service with a commitment to redefining the way Canadians eat.

POSITION: Lead Production Supervisor (Food Manufacturing)

LOCATION: Hwy 50 & Mayfield Rd (Bolton)

SHIFT: 6:30am-4:30pm (Mon to Thurs) / 6:30am-12:30pm (Fri)

SALARY: \$55,000 to \$65,000 a year (based on experience)

Come join our team! We are looking for a **Lead Production Supervisor** who can effectively coordinate and supervise a variety of production and packaging line operations.

This "hands-on" position will oversee various food processing activities and requires high attention to detail, flexibility, effective planning, excellent time-management and strong problem-solving skills.

Key Responsibilities:

- Plan and delegate work based on the production schedule and customer requirements while ensuring employees are at maximum productivity.
- Effectively plan, coordinate and manage all temporary staffing to meet production requirements; actively work with temp agencies to fulfill all staffing needs.
- Successfully manage a team of Line Supervisors and 30+ hourly employees.
- Maintain employee compliance to HACCP, GMP, health & safety regulations and all company policies/procedures.
- Provide leadership, direction, guidance and support to production personnel
- Accurately complete production reports as required.
- Manage weekly lab coat collection with linen services provider
- Liaise with HR department on matters of labour, discipline and enforcement of Company procedures and policies
- Other job duties as assigned to meet the ongoing needs of the organization.

Qualifications:

- Post-secondary Diploma/Degree – ideally in Food Sciences or Operations Management
- 2+ years supervisory experience in a food processing environment
- Strong knowledge of Food Safety, HACCP, GMP

- Demonstrated ability with production scheduling
- Solid computer (Excel, Word, Outlook) and organization skills
- Strong command of spoken and written English.
- Experience in a unionized environment an asset.
- Disciplined, consistent, hardworking and hands-on work ethic
- Excellent time management skills and the ability to multi-task
- Must have ability to train and provide feedback to employees on a daily basis

Working Conditions

Exposure to a noisy environment, intense food odours, damp conditions and/or refrigeration temperatures

Work involves standing for extended periods, bending, lifting, walking

What we offer

- Daytime schedule
- Extended health care
- Dental care
- Vision care
- Life insurance
- Safety shoe allowance
- On-site parking

How to apply

Applicants should send a resume to humanresources@sardofoods.com

Sardo Foods is an Equal Opportunity Employer that is committed to maintaining a diverse and inclusive workforce. Accommodations for disabilities will be provided, on request, to support a job applicant's participation in any aspect of the recruitment process.

Applicants may be subject to a background check and must meet the security criteria designated for the position.

We sincerely thank all applicants for their interest, however, only those candidates selected for interview will be contacted.