



OTTOBAUTHENTIC

Production Manager

KZN, Cape Town, East London, Polokwane and Johannesburg

ROLE/JOB DESCRIPTION:

- ① The Production Manager is responsible for overseeing all aspects of the production process to ensure efficiency, quality, and safety. This role involves managing production schedules, supervising staff, maintaining equipment, and driving continuous improvement to meet organizational goals. The role is critical in coordinating with other departments to achieve optimal production output while adhering to quality and safety standards.

RESPONSIBILITIES:

- ① General Management:
 - Develop and implement production plans to meet sales and distribution requirements.
 - Coordinate with suppliers and ensure the timely delivery of materials.
 - Lead daily team meetings to align on targets and address operational issues.
- ① Production Overview:
 - Ensure daily production targets are met and manage deviations promptly.
 - Conduct regular quality control checks and address any identified issues.
 - Oversee inventory levels and manage procurement in line with demand forecasts.
 - To understand and monitor yields in line with the SOP.
- ① Staff Supervision and Development:
 - Directly supervise production staff, providing coaching and guidance to enhance performance.
 - Conduct performance evaluations and recommend training or development programs as needed.
 - Foster a safe and motivated work environment.
- ① Health and Safety Compliance:
 - Ensure adherence to all health and safety regulations in the production environment.
 - Conduct routine safety audits and implement corrective actions for any discrepancies.
- ① Equipment Maintenance:
 - Monitor production equipment to ensure it is operating efficiently.
 - Coordinate scheduled maintenance and address repairs promptly.
 - Reporting and Metrics:
 - Track and analyse production metrics to optimize efficiency and identify areas for improvement.
 - Prepare and present reports on production performance to senior management

EDUCATION/EXPERIENCE - NOT NEGOTIABLE:

- ① Matric
- ① Relevant tertiary qualification
- ① Proven work experience within the restaurant distribution centre
- ① Strong Leadership and Supervisory skills
- ① Leadership: Provide clear and effective leadership to production staff, inspiring and motivating them to meet production targets and uphold quality standards.
- ① Effective communication: Communicate clearly and openly with both production staff and upper management, ensuring that information flows smoothly and that any
- ① issues are addressed promptly.
- ① Problem-Solving: Identify and address production-related challenges, such as equipment malfunctions, staff issues, or process improvements, to maintain efficient operations.

- ④ Team Management: Manage, support, and guide production staff to maintain a productive and motivated team, facilitating their professional growth and development.
- ④ Customer Focus: Understand and meet customer expectations for product quality, consistency, and delivery timelines.
- ④ Conflict Resolution: Address and resolve conflicts or issues within the production team, promoting a harmonious work environment.
- ④ Key Performance Areas: Achievement of production efficiency targets, Reduction of wastage and variance, Maintenance of compliance with external audit standards, Management of operational expenses within budget constraints, Continuous improvement in production processes and staff performance
- ④ Flexibility to work extended hours when required
- ④ Ability to work in a fast-paced and dynamic environment

TECHNICAL SKILLS:

- ④ Poultry knowledge
- ④ Food safety and quality control
- ④ Processing Equipment
- ④ Health and Safety regulations
- ④ Inventory Management
- ④ Production Scheduling
- ④ Cold chain knowledge

Kindly note: If you have not heard from us within 14 working days, your application was unsuccessful

How to Apply: Please submit your resume to: elsa@ottobauthentic.co.za and use the job title and location as the subject