



## VACANCY

### PRODUCTION MANAGER – JACK BLACK BREWING COMPANY

The Production Manager will coordinate all activities related to the production of our award-winning beer, with a specific focus on Packaging, Warehousing and Distribution. Including, but not limited to:

- Supporting the Operations Manager, by focussing on packaging schedules, production tracking and reporting
- Working closely with the Operations Manager and Head Brewer to optimise process flow, efficiencies and ultimately increase productivity in this fast-passed environment.
- Working closely with HOD's to develop and track production plans reflective of set out goals and project priorities.
- Anticipating bottlenecks, identifying risks and escalating issues so they can be resolved quickly.
- Clearly defining all workflows and the ability to communicate this to your team is crucial.
- Providing frequent status reports to the Operation Manager and Head Brewer to ensure decisions are made as an operational unit.
- Ensuring all internal tracking documents and reports are up to date.
- Managing all raw material stock holding and procurement in line with the production plan, budget and guidance of the Operational Manager
- Ensuring a healthy and safe work environment for your team
- Managing the finished goods warehouse, including Stock on Hand reports and coordinating receiving and despatch logistics

#### Key Skills Required:

- Proven background in production (Beverage industry or related experience will be beneficial)
- Strong project management skills
- Ability to handle multiple projects under tight deadlines.
- Proactive with strong organisational skills
- Strong communication and management skills

If you're young-at-heart, adventurous, and enjoy interacting with people as much as you enjoy craft beer; are appropriately qualified and a good fit to work with us, please forward a cover letter and resume to [newhire@jackblackbeer.com](mailto:newhire@jackblackbeer.com) as soon as possible.

*Jack Black Brewing Co. provides equal employment opportunities to all employees and applicants for employment without regard to race, colour, religion, sex, national origin, age, disability or genetics.*