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**Production / Site Manager**  
**Rare Metals Processing**  
**Peterborough, Ontario**  
(File Reference: PM-2018)

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We are seeking a **Production / Site Manager** for our client, a global leader in the recycling and purifying of electronic metals that are used in a variety of applications from wireless technologies and LED lighting to solar power technologies, among others. Our client's Peterborough location has a team of approximately 20 employees in their production facility, with an additional 10 employees in their Research and Technology group. The Production / Site Manager will report directly to the Director of North American Operations in the company's Rare Metals Division.

**Key accountabilities will include:**

- Directs and oversees the production site, including HSE, Production, Maintenance and HR.
- Oversees equipment purchase, maintenance and layout.
- Monitors and evaluates workflow and production methods and makes recommendations for process improvements.
- Oversees staffing, scheduling and training for production.
- Ensures manufacturing performance and quality goals are met.
- Takes an active role in the development and formulation of long and short-range planning, policies, programs and objectives.
- Production planning in accordance with short and long-range sales plans and market development trends.
- Develops the production plan and establishes procedures for maintaining high standards of production operations to ensure that products conform to established customer and company quality standards.
- Achieves optimum employee levels with least amount of overhead and raw material costs to meet annual budgetary plan.
- Directs and monitors department managers to accomplish goals of the manufacturing plan, consistent with established manufacturing and safety procedures. Acts as liaison between department management/subordinate levels, as well as executive/department manager levels to inform personnel

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of communications, decisions, policies, and all matters that affect their performance, attitudes and results.

- Identifies, recommends and implements changes to improve productivity and reduce cost and scrap, monitor scrap and rework data.
- Directs the production equipment establishment, implementation and maintenance of production standards.
- Directs and coordinates various programs essential to manufacturing procedures (e.g., training, housekeeping, cost reduction, worker involvement, security, production supply inventory control, consumptions of supporting services, etc.).
- Assures internal procedures such as quality, employee and product safety, compliance with local legalization as well as with possible industry or customer standards.
- Other duties as assigned.

**Education & Experience:**

- Bachelor's degree in Metallurgical, Chemical or Mechanical Engineering or related discipline required.
- Ability to speak, read and write English language.
- Ten plus years of production experience and five plus year's production management experience.
- Strong leadership, organizational planning, strategic thinking, and communication skills.
- Ability to work in a fast-paced dynamic environment with a hands-on approach and "can do" mentality. Ability to multi-task.
- Superior relationship building, selling, negotiation and judgement skills.
- Process oriented with excellent skill in identifying/managing process improvement.
- Proven experience with continuous improvement to increase efficiency and minimize cost in every aspect of the business (LEAN, Six-Sigma programs).
- Bottom-line financial skills.

**Work Environment:**

- Manufacturing environment, in an industrial inorganic chemicals plant. The main production area can be noisy and odorous.

- This is a chemical plant with typical safety concerns regarding handling of chemicals (50% NaOH, 50% H<sub>2</sub>O<sub>2</sub>, 29% HCl and 98% H<sub>2</sub>SO<sub>4</sub>). Be aware that the main production stream is gallium arsenide (GaAs).
- Availability to work nights and weekends as needed.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**COMPENSATION & OPPORTUNITY:**

Competitive compensation will be provided with unlimited career potential determined by personal commitment in a high growth manufacturing environment. For further consideration, qualified Candidates are invited to submit their resume information in confidence to (please quote the File Reference number above):

Managing Partner  
**SHRP Limited**  
hr@savinohrp.ca

*While we appreciate all applications, we can only contact those individuals selected for interview.*

*We are committed to providing accommodation for persons with disabilities. Accommodation will be provided as part of our hiring process (if accommodation is required, we appreciate Applicants making this request in advance so we can support your needs).*