



JOB POSTING

PO Box 1559, Port Hardy, BC, Canada V0N 2P0

Phone: 250-949-8088 Fax: 250-949-8825

Date: May 11, 2015

Position: Mince Manager

Wage: Depending on experience

Type: Full time

Job Posting: Mince 05112015

Keltic Seafoods Ltd has an immediate opening for a Mince Manager in a friendly team environment. Work includes day, evening, and weekend responsibilities.

Duties include, but are not limited to:

- Managing of all facets of the mince operations
 - Directing mince grind and thaw operations – including staff
 - Training of mince crew staff
 - Administration of corrective action and discipline
 - Communication with Plant and Cold Storage Managers in all aspects of mince operations including delivery of raw and finished product
- Scheduling of crew and coordinating with Operations Manager for fulfilling orders
- Overseeing incoming product; quality & lot accountability tracking
- Managing mince processes to meet optimum standards of our quality control (QMP)
- Assuring safe work practices are followed by all mince staff
- Monitoring staff time & related labour costs
- Ensuring mince clean up is completed effectively
- Responsible for maintenance and upkeep of the processing equipment
- Monitoring productivity & cost tracking
- Refine & improve the operational and mechanical efficiencies
- Research and development of growth opportunities

Qualifications:

- Proven leadership experience
- Mechanical maintenance skills
- Strong oral and written skills
- Microsoft programs proficient
- First Aid OFA 1, 2, or 3
- Strong awareness of Food Safety, CFIA, and OH&S regulations

If interested in this position please apply to Keltic Seafoods Human Resource Department by Fax or email at the address below. Only those considered for interview will be contacted.

Closing Date: May 27th 2015

Human Resource Manager

Keltic Seafoods

Fax: 250-949-8825

Email: HR@kelticseafoods.com