

## IMMEDIATELY HIRING: Production Analyst Position Overview

A production analyst helps plan and execute efficient production flow for the company's goods, data or information. The analyst works to design scheduling and staffing models that provide the best optimization of labor costs, production volume and efficiency.

### Roles & Responsibilities:

- Responsible for creating all schedules and required paperwork related to smooth, efficient operation of the Glulam/CLT plant in Okanagan Falls - i.e. Packaging, Maps, Production Lists, Labels, etc.
- Responsible for all reports documenting production results - i.e. Pbook, dashboard, lumber inventory and available to ship products, etc.
- Develop plans to efficiently use plant staff and equipment to produce the maximum revenue.
- Record operational costs and provide reports.
- Propose staffing requirements based on upcoming work and historical data on productivity.
- Monitor usage of glue and wood, recommend order points and ensure that the raw material is in house before jobs are released to production.
- Coordinate, through effective communication with Plant Manager, operational issues and proactively recommend improvement activities that respect the chain of command in the plant management team structure.
- Evaluate current operational strategies and recommend improvements.
- Provide concise information for daily stand up deliverables.

### Job Skills and Requirements

- **Communication Skills:** Data analysts need more than math skills to estimate numerical data. Data analysts need to present their findings or translate the data into understandable documents. You will need to write and speak clearly, easily communicating complex ideas.
- **Analytical Skills:** Data analysts work with large amounts of data: facts, figures and analyses. You will need to see through the data and analyze it to find conclusions.
- **Critical Thinking:** Data analysts must look at the numbers, trends and data to arrive at new conclusions based on the findings.
- **Attention to Detail:** Data is precise. Data analysts must make sure they are vigilant in their analysis to come to correct conclusions.

Those of us who live in the Southern Okanagan area of British Columbia consider ourselves to be among the most fortunate. If you enjoy fresh air and outdoor activities, this is one of the best places to live in North America.

If you are ready to be part of changing the way we build in North America and bridging the divide between product and process in the construction industry, please send your resume to: [reception@structurlam.com](mailto:reception@structurlam.com)

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