

**TITLE: SHIFT SUPERVISOR****JOB DESCRIPTION****STATUS: Full Time Permanent Position****LOCATION: Penticton B.C.****REPORTS TO: Plant Manager****THE ROLE:**

The Shift Supervisor directly supervises All shop employees on the shifts they are on.

**RESPONSIBILITIES – SHIFT SUPERVISOR:**

- Responsible for safety, quality and efficiency of all employees on their shift.
- Direct Glulam Framing and Finishing teams
- Enforce operational guidelines, procedures for plant workers in the above teams.
- Assist in interviewing, recruiting, training, performance evaluation, promotion and termination activities.
- Maintain/promote a clean, safe and organized facility.
- Generate operational reports for management as needed.
- Ensure proper shift to shift communication and handover.
- Provide coverage for Plant manager vacation