



FIGR East
Director, Operations

Overview

Reporting to the Vice President of Operations, the Director, Operations is responsible for directing the daily manufacturing operations at FIGR. This responsibility includes developing efficient strategies to ensure FIGR is successful at reaching production and product quality goals at minimal costs. The Director of Operations will work with Departmental leaders to define and develop operational strategies, improve existing systems and processes, and develop performance metrics. This is a high-energy job where the ideal candidate is resilient, adaptable, and can think strategically, while focusing on process improvement. This role will prioritize upholding FIGR's work culture and maintaining FIGR's commitment to quality and safety.

Responsibilities:

- Work with the operations team to foster a culture of teamwork, continuous improvement, and learning
- Work alongside the sales and supply chain team to review forecasts and schedule production to meet these forecasts
- Work with the manufacturing supervisors to ensure we have adequate staff and resources to effectively execute the production plan
- Identify, and execute on continuous improvement projects to increase the efficiency and throughput, while considering the impact on quality and safety
- Conduct and facilitate professional development and performance management with direct reports
- Manage the analysis, procurement, and commissioning of new equipment within the department
- Manage all production commitments, ensuring they meet targets and timelines
- Develop working relationships with departmental leaders to promote learning and development
- Work collaboratively with senior management in identifying risks and opportunities within the manufacturing process
- Improve production planning, inventory management, and capacity utilization to ensure optimum and cost-effective product availability
- Other related tasks as required

Qualifications:

- Minimum 5 years' experience in a leadership and management role, preferably in cannabis, pharmaceutical, and manufacturing industries
- Bachelor's degree in engineering, science, or business
- Previous management experience in cannabis, pharmaceutical, or manufacturing industries
- High proficiency in Microsoft Excel and technical proficiency with Sage or an equivalent ERP system
- Proven ability to exceed expectations while working in a fast-paced environment
- Demonstratable organizational skills with the ability to multi-task while maintaining attention to detail
- Excellent communication and interpersonal skills

Salary and Benefits:

Wages: To be determined based on experience

Hours: Full-Time, Permanent Position

Benefits: Full Medical/Dental Group Benefits Plan, Corporate Gym Memberships (after three months)

If interested in this position, please apply to [here](#) by November 1, 2021 at midnight.

Please note that only successful candidates will be contacted. Applications will not be accepted on-site.