

## Dairy Plant Manager

### **Plant Manager Responsibilities**

- Planning, organizing, directing and running optimum day-to-day operations to exceed our customers' expectations
- Increasing production, assets capacity and flexibility while minimizing unnecessary costs and maintaining current quality standards
- Responsibility for production output, product quality and on-time shipping

### **Job brief**

We are looking for a Plant Manager to drive continuous improvement and optimization of all processes.

### **Plant Manager Job Duties**

The Plant Manager will oversee all daily operations of the plant and milk collection centers from production, milk collection, quality, transportation, manufacturing, milk marketing and dairy hub activities while ensuring that policies and procedures are followed. The manager will guide the dairy co-operative society's board in developing policies and processes that will maximize stewardship, safety, quality and productivity.

### **Responsibilities**

- Work with the board of directors of the co-operative in development of policies for the smooth running of the dairy co-operative society's activities/operations
- Implement strategies in alignment with strategic initiatives and provide a clear sense of direction and focus
- Plan, organize, direct and run optimum day-to-day operations to exceed customers' expectations
- Increase production, assets capacity and flexibility while minimizing unnecessary costs and maintaining current quality standards
- Be responsible for milk production output, product quality and on-time shipping
- Allocate resources effectively and fully utilize assets to produce optimal results
- Monitor operations and trigger corrective actions
- Share a trusting relationship with workgroup and recruit, manage and develop plant staff
- Collect and analyze data to find places of waste or overtime
- Commit to plant safety procedures and milk quality
- Develop systems and processes that track and optimize productivity and standards, metrics and performance targets to ensure effective return on assets
- **Oversee all plant functions, including processing, cleaning, maintenance, budgets, employees and marketing.**
- Comply with all regulatory agency requirements concerning food, environmental and employee safety.

- Address employees' issues or grievances and administer collective bargaining agreements
- Influence and learn from employees
- Stay up to date with latest production management best practices and concepts

## Requirements

- Proven work experience as a dairy plant or co-operative society's manager
- Proven managerial experience
- Adequate knowledge of business and management principles (budgeting, strategic planning, resource allocation and human resources)
- Familiarity with dairy industry standards, equipment and technical expertise
- Be knowledgeable of safety, quality, productivity, demand creation, inventory, co-operative societies policies and stewardship processes
- Computer literacy
- Ability to create accountability and to lead by example
- Strong team building, decision-making and people management skills
- Diploma or BSc. degree in Dairy Science and Technology or related field

Interested and qualified candidates may submit their letters of application, updated Curriculum Vitae with daytime contacts, a list of three (3) referees including their phone contacts and email quoting the Job title to: [hr@emalidca.org](mailto:hr@emalidca.org)

**NB: All applications should be sent through the above email.**

HR

EMALI DEDICATED CHILDREN'S AGENCY

P.O. BOX 249 EMALI

Deadline for applications is 26<sup>th</sup> February 2019. Only short listed candidates will be contacted.