



Packaging Supervisor – 3rd Shift

City Brewing Company, a leading contract manufacturer in the beverage industry has an immediate opening for a third shift Packaging Supervisor at our Latrobe, PA facility. This position will oversee the start-up, operation and completion of assigned production lines including but not limited to: equipment and operator safety, front line quality control checks, supplies management, instruction on equipment operations, production reporting, material tests, maintaining/improving line efficiencies, and employee relations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to:

- Ensure safety procedures are followed by adherence to Company policies.
- Ensure front line quality check compliance to meet Company quality standards.
- Recommend measures to maintain safe operations, improve production methods, equipment performance and use of equipment to increase efficiency, quality and safety of the department or work crew.
- Review production schedule to ascertain type and quantity of product, containers to be used, codes, package number, planning sequence of production and other packaging requirements.
- Analyze and resolve work problems or assist workers in solving work problems.
- Suggest and initiate plans to motivate workers to achieve work goals.
- Initiate personnel actions, such as performance evaluations and disciplinary measures.
- Facilitate daily information exchange with the packaging staff.
- Audit and approve hours worked by hourly employees for payroll purposes.
- Work closely and professionally with line lead persons.
- Communication with Warehouse, Brewing, Batching and QA Staff.
- Serve as point of contact on shift for all plant personnel.
- Monitor usage of line lube, cleaning chemicals, glue, coder ink, make-up fluids, shrink film and wrap.

ADDITIONAL DUTIES include, but are not limited to:

- Check the machinery of the lines for operational readiness and proper setup.
- Oversee the operations of the lines during production.
- Work with line lead persons on changeovers to assure proper materials are used, proper amounts are produced and proper codes are used per the production schedule.
- Audit and sign off on operator quality assurance checks throughout the shift.
- At shutdown, be present to assure the proper length of run and that all machinery, conveyors, air, CO₂, water and chain lube is shut off.
- Create work orders for repairs or improvements needed on the lines.
- Supervise training of employees in operations, safety, quality standards, GMP's and HACCP procedures.
- All other duties as assigned by Packaging Manager.

QUALIFICATIONS

- BA/BS in Business, Mechanical/Electrical Engineering preferred.
- Strong background in people skills and hands on front line supervisory experience preferred.
- Experience in a high-speed packaging environment preferred.
- Experience in a union manufacturing environment preferred.
- Selected candidate must be willing to work any and all shifts, and weekends when necessary to cover the needs of the business.

City Brewing Company offers competitive salaries and a generous benefit package which includes: Health, Life, Dental and Long Term Disability Insurance; Section 125; 401(k); and more. If you are interested in joining our team, send your resume to:

City Brewing Company, Human Resources
100 33rd Street
Latrobe, PA 15650

email to: jobs@citybrewery.com, subject line "Packaging Supervisor"