



Liquid Processing Supervisor

City Brewing Company, a leading contract manufacturer in the beverage industry, has an immediate opening for a Liquid Processing Supervisor at our Latrobe, PA facility.

Responsibilities include overseeing day-to-day shift operations within the liquid department (Brewing/Batching). This position is responsible for maintaining and ensuring compliance with safety and sanitation procedures, as well as ensuring quality and TTB compliance. This position is also responsible for supporting brewing operations and calculating batch changes/corrections as necessary, personnel management and inter-departmental communication related to liquid operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Ensure front line adherence to Company safety protocols and procedures.
- Ensure front line quality check compliance to meet Company quality standards and prevent non-conforming liquid.
- Organize work and processes to meet the requirements of the Liquid department schedule.
- Communicate with Quality, Packaging and Maintenance departments throughout the shift as needed.
- Recommend measures to improve the safety, consistency and efficiency of unit operations.
- Prepare required paperwork for staff to facilitate ongoing operations (brewing/batching).
- Ensure adequate raw material/ingredient inventory exists to support planned operations.
- Analyze and resolve work problems and/or assist workers in solving work problems.
- Suggest and initiate plans to motivate workers to achieve work goals.
- Initiate personnel actions, such as positive feedback, coaching sessions and disciplinary measures.
- Facilitate shift change meetings.
- Ensure compliance with Internal, Federal, State and local guidelines and regulations including GMP, HACCP, OSHA, FDA and TTB.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Create and revise SOP's.
- Participate in external and internal audit processes.
- Participate in sensory analysis of product.
- Train employees in safety, quality, and operational standards and hold them accountable for adherence.
- Troubleshoot liquid operations.
- Enter inventory and production receipts in M2K.
- All other duties as assigned by the Liquid Process Manager.

This position description is intended to guide the activities of the Liquid Processing Supervisor. It is not intended to limit the thinking and creativity of the person to the work of this function, nor is it intended to describe all the work that may be required of the person in this position.

QUALIFICATIONS

- High School diploma. Associates Degree and/or relevant certifications preferred.
- Minimum of 2 years of practical, hands-on work in a production facility including batch/blend or brewing experience; beverage/food production experience preferred.
- Excellent communication skills
- Good judgment, common sense and flexibility.
- Ability to plan and multi-task.
- Strong computer skills, including proficiency in Microsoft Office.
- Strong leadership and interpersonal skills.
- Ability to work shifts as needed
- Ability to work overtime as needed

PHYSICAL AND MENTAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear. The employee must occasionally lift and/or move up to 40 pounds. Specific vision requirements in close vision and the ability to adjust focus.

City Brewing Company provides a competitive salary and benefit package which includes: Health, Life, Dental and Short/Long Term Disability Insurance; Section 125; 401(k); and more. Position will remain open until filled.

If you are interested in joining our team, please visit our website at www.citybrewery.com to apply online or forward your resume to:

City Brewing Company

100 33rd Street

Latrobe, PA 15650

Email to: jobs@citybrewery.com, subject line Liquid Process Supervisor-Latrobe