



T 519-291-9341
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P.O. Box 235, 8596 Road 164
Listowel, ON N4W 3H4

dynamicmillwrights.com

Shop Operations Manager

Description:

Dynamic Millwrights Inc. is looking for an experienced hands-on Shop Manager that can lead and mentor all departments within our 52,000sq ft custom metal fabrication facility. The successful candidate will promote a productive and motivating workplace focused on efficiently meeting targets. The ability to effectively lead, schedule, plan, communicate and adapt to changes in a fast-paced manufacturing environment is essential. Previous Management experience in Welding/ Fabrication, and/ or Manufacturing environment to be considered preferential.

Responsibilities:

- Overall organization of the shop(s) and yard
- Provide direction and support to the team in all departments (weld, fit, fabrication, paint/blast, machining, laser, plasma) as well as Office and Road teams
- Act as a liaison between Management and workers
- Managing scheduling of WO's and jobs adapting to changing timelines and verifying timelines with PM's and road crews
- Reading blueprints, diagrams and schematic drawings to determine work procedures
- Review WO's and check material requirements prior to delegating
- Coordinate and monitor shipping and receiving communicating with stakeholders and providing updates
- Effectively lead and manage various department including answering questions, providing clarification, mentoring and developing new and young workers
- Constantly monitor and report on progress of the project to stakeholders; including managing problems and solutions
- Enforcing company policies and OSHA to ensure overall Health and Safety of shop
- Order stock steel items and other required materials for the shop
- Tracking and organizing shop paperwork
- Set, maintain and communicate schedule for paint and blast
- Quality control on all shop production, as well as paint quality control
- Manage a clean and tidy shop
- Assists periodically with special projects as required
- Other Duties as Assigned

Requirements:

- Strong leadership and communication skills, with the ability to effectively delegate
- Excellent verbal and written communication skills to provide a high level of response to support the rest of the leadership team, direct reports, customers and vendors
- Ability to effectively manage and resolve conflict
- High degree of stress tolerance
- Positive and encouraging demeanor
- Knowledge of both theoretical and practical aspects of a Manufacturing Shop
- Knowledge of occupational hazards and safety precautions applicable to all work
- Proficient in custom blueprint reading
- Strong Mathematical skills
- Able to adapt to timeline and project scope changes



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- Proficient in Microsoft Office, including Excel, Outlook as well as other software programs
- Critical thinking and problem-solving skills
- Strong planning and organization skills

Competitive wages, Company Benefit and Group RRSP and DPSP package offered.

Please forward resume to recruitment@dynamicmillwrights.com

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Upon request, we will provide reasonable accommodations in the hiring process to support applicants with disabilities.