

Hubbard Farms Site Manager Job Description

The following is a job description for the Site Manager at Hubbard Farms in Pikeville, TN. This is a general description and does not include all duties expected of the assigned Manager.

QSI, a wholly owned subsidiary of The Vincit Group is seeking an experienced Operation Site Manager for a plant in the Pikeville, Tennessee area. This is a full-time employee position.

Our customers include some of the most prestigious and well known food brands in the world and we protect their brand names by ensuring that their products are free from bacteria that could contaminate the nation's food supply and work with the customers to ensure that their needs are met by our company. Privately held and headquartered in Chattanooga, Tennessee with distribution centers strategically located throughout the nation, we are a national leader in Plant Sanitation and Operations.

Job Summary

The Site Manager will:

- Ensure shots are given in the time allotted which will be provided.
- Manage workforce hours to make sure they are completing house cleaning in the given timeframe.
- Be responsible for maintaining and PM on all equipment being used in the day to day operations.
- Assigned schedules to meet job requirements for each day
- Compile lists of farms ready to clean and the day that they will be completed
- Travel to each farm that has labor present to check safety and production
- Send daily report for work completed and next day schedule and any variance to it
- Multi-task assigned duties
- Contact and deal with various vendors for supplies, fuel, chemicals
- Be adaptive to changes in the schedule
- Be able to make quick decisions and adjust labor accordingly
- Manage a work force of 15+ employees
- be responsible for hiring and employment administration
- Manage a work force to ensure that operations in the field are done to specifications set by customer and QSI Management.
- Ensure safe work practices are utilized

- Meet regularly with customers
- Submit payroll and benefits information weekly
- Maintain inventory and order replacement detergents and sanitizing chemicals
- Possess basic computer skills
- Work late hours
- be motivated and be a self-starter
- Maintain regular contact with his/her Area Manager

Job Requirements

The successful candidate(s):

- Will have at least 5+ years of supervisor/personnel management experience (preferably in the poultry, hatchery or grower industry)
- Will have a knowledge of sanitation processes and chemicals
- Must be knowledgeable in safe work practices
- Must have a verifiable history of supervisory/management experience
- Must be legally employable in the United States
- Will have excellent organizational skills
- Will have excellent communication and skills
- Must be drug-free
- Will present a neat and clean appearance and will have the ability to professionally represent our Company to our Customers
- Must be a self-starter and work productively with little supervision
- Will have good computer skills
- Must be able to work necessary shifts, which sometimes will include nights to move poultry to other farms during the cooler temperatures.

Pay & Benefits

The successful candidate(s) will receive:

- Highly Competitive Salary, Depending on Qualifications
- Semi-Annual performance bonuses based on annual salary
- Health Insurance including Vision and Dental (dependent coverage available)
- Paid time off
- 401k with company contributions
- Relocation assistance will be provided