

# PROMAC

**Position: Machine Shop Foreman**

**Reports to: Manufacturing Leader**

## **Summary:**

Pro Mac Manufacturing is looking for a key contributor to join our team. This role is accountable for day-to-day operational leadership of our Machine Shop. We believe that every person deserves to have purpose in their careers and the opportunity to exemplify our core values. You are Curious, Passionate and Engaged. You will be Inspired to Improve and Grow at Pro Mac. You Build Customer Confidence.

## **Essential Duties and Responsibilities:**

- Providing leadership and direction to the Machine Shop employees
- Ensure that Company Safety procedures and practices are implemented, with a focus on continuous improvement. This includes working with the Health and Safety committee to meet goals and objectives
- Communicate and coordinate with leadership to ensure that production schedules are well communicated to the shop personnel, and jobs are efficiently completed
- Responsible for facility and equipment maintenance activities
- Evaluate work output for quality assurance purposes
- Implement and monitor process and equipment training programs
- Liason with other leaders within the Pro Mac Group

## **Qualifications and Experience**

- Red Seal certification in a related industrial Trade
- Possess 7 years progressive experience in the Machining industry
- A minimum of 3 years previous supervisor experience or leadership equivalent
- Must have good communication skills both verbal and written
- Ability to manage multiple complex tasks and responsibilities efficiently
- Sawmill or Industrial equipment experience would be considered an asset

## **To apply:**

Please apply with a cover letter and resume to Mike Williams, Human Resources Leader.  
[mikewilliams@promacgroup.ca](mailto:mikewilliams@promacgroup.ca)

Please also see the Company website at:  
[www.promacgroup.ca/careers](http://www.promacgroup.ca/careers)