

## *Seeking an Operations Supervisor*

Displayco, leader in exhibit design and build, has an immediate requirement for a Operations Supervisor in our Houston location.

We are accepting applications for an enthusiastic individual to join our team in Houston. The Operations Supervisor is responsible for planning daily and weekly workloads to achieve departmental and facility objectives, and delivering of expected results.

### **Duties include:**

- Manage quality control processes to ensure delivery of Displayco's service level commitment
- Responsible for efficient, on-schedule production of display products
- Ensure that all production departments have correct instructions
- Enforce Health & Safety regulations
- Enhance and develop policies, procedures and systems to meet the goals of the department
- Assist in the implementation and maintenance of an inventory management system for both customer properties and Displayco rental and stock inventory
- Work with freight companies and logistics coordinators to ensure cost effective, timely and intact shipment of products to and from show sites
- Work as a member of the production team to provide professional display products and services
- Perform additional duties as required

### **Requirements:**

- Minimum of 5 years of direct work experience
- Production supervisor experience
- Ability to follow detailed instructions
- Strong work ethic and positive team attitude.
- Excellent teamwork and team building skills.
- Strong problem identification and problem resolution skills.
- Effective leadership skills, with a strong focus on operations and business processes.
- High level of integrity, confidentiality, and accountability.

Please submit resume with cover letter by e-mail to [houston@displayco.ca](mailto:houston@displayco.ca), attention: Human Resources.

We would like to thank all applicants for their interest, however only those candidates selected for an interview will be contacted.

August 8, 2017