

Production Manager

Company Overview:

The Look Company specializes in providing visual engagement solutions for sport, retail and commercial customers globally. We are a high energy, fast paced environment and looking to grow our company.

Position Overview: Permanent, full-time Monday – Friday

Are you a results-driven leader with a passion for optimizing production operations and building high-performing teams? Join The Look Company, where innovation meets execution.

We are seeking an organized, proactive, and high-performing Production Manager to support our Director of Production and Operations. This position is responsible for leading the production team with fairness and strong leadership, ensuring operational efficiency, product quality, compliance, and on-time delivery.

This is an on-site role based in our Barrie facility, requiring hands-on involvement in daily production operations. The Production Manager will report directly to the Director of Production and Operations.

The role oversees several key operational areas, including:

- Pre-Press
- Printing
- Substrate Finishing
- Hardware Preparation
- Hardware Assembly
- Quality Control
- Kitting/Packaging
- Shipping & Receiving

The Production Manager also works collaboratively with other internal departments including Client Services, Sales, Research and Development, Engineering, Purchasing, Finance, and HR.

Job Duties (include and are not limited to):

Production Planning & Execution

- Organize workflows to meet quality, timeline, and budgetary goals.
- Estimate costs, manage budgets, and allocate production resources.

- Monitor production processes and resolve issues quickly and effectively.
- Support scheduling, workflow planning, and priority setting.

Leadership & Team Management

- Supervise, evaluate, and support production staff.
- Manage hiring, performance reviews, and staff development in collaboration with HR.
- Identify training needs and ensure ongoing coaching and skills development.
- Foster a positive, accountable, and inclusive workplace culture.

Operational Oversight

- Lead day-to-day operations to ensure product excellence and timely delivery.
- Collaborate with R&D to optimize procedures and implement process improvements.
- Recommend and use performance reporting tools (KPIs, dashboards).
- Actively participate in operational meetings and strategic initiatives.

Quality, Safety & Compliance

- Ensure compliance with safety standards and production regulations.
- Serve as senior representative on Health & Safety matters.
- Implement preventative maintenance programs and coordinate equipment repairs.
- Maintain and enforce workplace safety protocols.

Procurement & Logistics

- Approve purchases of equipment and maintenance services.
- Support purchasing, shipping, customs clearance, and importation processes.

Innovation & Continuous Improvement

- Research new materials, technologies, and production methods.
- Champion productivity improvements and cost-reduction strategies.
- Foster a culture of continuous improvement across all production areas.

Qualifications & Requirements

- Minimum 3 years of experience as a Production Manager.
- Experience in print production or manufacturing environments (Preferred).
- Proficiency in MS Office and ERP systems.
- Strong knowledge of production management, budgeting, and KPIs.
- Familiarity with quality standards, health & safety regulations.
- Excellent organizational, leadership, and communication skills.
- Detail-oriented, with strong decision-making and problem-solving abilities.
- Resilient under pressure and adaptable to changing priorities.

Benefits:

- Company paid extended health care & dental after (3) months
- Life insurance
- Wellness program
- Company events
- Casual dress
- On-site parking
- PPE supplied
- Company reimbursement steel toes after three (3) months

We believe a diverse workforce makes a difference. We are an Equal Opportunity Employer. We appreciate the interest of all applicants, however, only those selected for an interview will be contacted.

If you are interested to learn more or in applying for this position, please apply through our website at: <https://experience.thelookcompany.com/careers>