

**LOCATION:** Fall River Logging, Courtenay, BC

**DEPARTMENT:** Operations

**JOB:** Logging Supervisor

**EMAIL RESUME TO** [recruiting@hbccanada.com](mailto:recruiting@hbccanada.com)

### **The Organization:**

Our client is a large, highly regarded, resource development and forest management company that provides full service logging, hauling, road construction & maintenance, and professional services.

They are looking for an experienced and dynamic individual to elevate their Operations department as Logging Supervisor. This exceptionally talented person will report to the Operations Manager and will own all aspects of the onsite logging and road construction operations. Located in the vibrant Comox Valley, the Company has created an unwavering people first culture that is customer focused and community oriented. If you have a passion for creating impact, experience in operations in the forestry/natural resources industry and want to be a part of an incredible team, we want to talk to you!

### **A Day in the Life of the Logging Supervisor: Role and Responsibilities**

Responsible for the organization and management of safe, productive and quality focused onsite logging and road construction operations; the Logging Supervisor will also manage flow of operations from plant to deliveries.

### **Work Site Management**

- Sign employees into block, identifying hazards and harvesting plan, as well as production targets for the block.
- Organize phases on a daily basis and ensure that everyone understands the plan.
- Ensure the worksite is safe and meets Government regulatory, Customer and Company requirements pertaining to safety and environmental standards.
- Ensure you have a clear understanding of production and cost targets for each project as well as annual objectives by customer.
- Track production of all phases on a weekly basis and ensure you have adequate resources to meet objectives in an efficient manner. Complete shift tracker and report to Operations Manager weekly.
- Monitor log quality and waste on a weekly basis and manage as required. Report any issues to customer.
- Manage emergency response plans and take proactive steps to resolve issues as they arise.
- Ensure the efficient utilization of machinery – this may include communicating with other supervisors and Operations Manager if there are other sites that may share equipment.

## Supervision

- Day to day supervision of all on-site activities ensuring that best practices are being followed
- Manage and direct the work methods, personnel, production, scheduling, logistics, safety, operations, and materials for the project.
- Recommend measures to improve work methods.
- Mentor/coach and develop staff.
- Hire and train new employees and sub-contractors as required.
- Manage day-to-day human resource issues - including discipline and holding people accountable as required.
- Work with your Operations Manager and Human Resources regarding HR issues.
- Maintain a detailed journal documenting your activities, actions and interactions as it pertains to the worksite, including weather, safety, operational activities and locations, communications with workers and customers, pickup usage, and future planning.
- Review labour hours, timecards and contractor hours to ensure their correctness and send to head office for payment within the established time frames.

## Customer Interaction

- Ensure that customer requirements are met with regards to safety, quality control and environmental impact.
- Ensure you have a good understanding of the contractual relationship with our Customer for each project.
- Communicate on a regular basis to ensure operations are carried out to Customer standards including, quality, production, log sort activities, mills, and safety activities.

## Maintenance

- Manage the responsible use and care of company vehicles and equipment to minimize down-time and present a professional, safe image for the Company.
- Schedule repairs with Maintenance Manager.
- Hold operators accountable for any machine damage.
- Ensure operators are doing adequate daily maintenance.

## Health and Safety

- Ensure you have a sound understanding of the Company's Safety Management System and that it is fully implemented within your area of responsibility
- Instruct staff on safety, recognize unsafe work conditions and modify work procedures.
- Ensure you understand and adhere to all applicable safety regulations.
- Among other things ensure that:
  - All employees working for you are adequately trained and competent for the job they are doing.
  - All hazards are documented and communicated to workers and visitors on the worksite.
  - Incident investigations are completed as required.
  - Tailgate meetings discussing on-site and Industry safety issues are held within scheduled time frames.
  - Site inspections are completed within set scheduled time frames.

**Requirements – what you bring to the company:**

- Experience in a supervisory or management role
- Good understanding of heavy equipment operation
- Strong customer service experience
- Possess a good understanding of the forestry business
- Possess a good understanding of logging and road construction
- Possess a good work ethic
- Able to deliver results
- Computer literate
- Strong analytical skills
- Strong problem-solving skills
- Strong incident investigation skills
- Direct operations as efficiently as possible
- Ability to focus, plan and meet deadlines while managing multiple projects and changing priorities
- Exceptional problem solving and analytical skills
- Good verbal and written communication skills
- Mechanically inclined

**Our “must haves” that make you great:**

- You live the brand and corporate values
- You possess a strong business acumen
- You have proven work ethic with utmost integrity
- You strive for efficiency
- You think and act like an entrepreneur
- You are dedicated to growing the operations by building successful relationships with customers and clients
- You have a positive attitude and you are team oriented
- You are highly detail oriented and organized
- You are a true collaborator with exceptional people and leadership skills
- You are empathetic and approachable with an ability to partner with and influence management
- You possess self-awareness, with a desire for constant self-improvement, goal oriented
- You are able to work well independently and to work under pressure

**We offer:**

- Compensation for this role includes competitive base salary based on experience.
- Great culture, high growth, collaborative environment.
- Comprehensive benefits package including retirement, extended medical, dental, disability.
- Work-life integration including flexible holidays and personal time to maintain balance.
- Exciting career with professional on-going development.

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