



Production Supervisor

Chicago, IL

Reports to: Plant Manager

THE ROLE

Gotham Greens is seeking a dynamic Production Supervisor that is responsible for day-to-day management of the Greenhouse (GH), Greenhouse Area and supervision of the Production Assistants. The Production Supervisor reports directly to the Plant Manager. This is a hands-on role requiring an individual is a team player, one who is willing to roll up their sleeves, and isn't afraid to get dirty. The ideal candidate is passionate about sustainable agriculture and embraces Gotham Greens' core values and mission.

Prior experience in the natural and organic food industry a plus but not required. This is an opportunity for an enthusiastic, self-motivated and organized individual to assume a position at a rapidly growing, innovative, disruptive company in the 21st century food system.

AREAS OF RESPONSIBILITY

- Supervises Production Assistants.
- Supervising and assisting in the Growth, Harvesting, and Packing of leafy vegetables and herbs.
- Accurately follows crop schedules provided by the growing team for harvests, transplants and seeding functions.
- Works directly with Greenhouse Grower and Pack house Supervisors to ensure day to day operations run smoothly.
- Crop Handling: Seeding, Transplanting, and Harvesting.
- Ensuring the cleaning and sanitation of greenhouse floors, and greenhouse equipment
- Assists in managing the packing, labeling and boxing of produce when necessary.
- Assists in loading products onto U-boats/pallets and loading them onto our trucks when necessary.
- Ensure staff is following all proper food safety requirements and ensure timely completion of all necessary logs.
- Train staff on GMP's, safety, SOP's and food safety requirements
- Assists in in the loading and unloading of greenhouse and pack house supplies and materials.
- Prior Green House Experience preferred but not required.
- Supervise and maintain Food safety logs records up to date and accurate
- Supervise and enforce Food safety procedures (GAP & GMP)
- **Assist in Daily Tasks as needed**
 - Collaborate with Packing House Supervision.
 - Complete weekly GH reports



- Manage labor costs, employee schedules, sick time and PTO, minimize OT, and maintain a sense of urgency and daily efficiency.
- Professionally address employee concerns and complaints
- Schedule cleaning and maintenance of the GH and PH and assist in the hand-on cleaning responsibilities of the greenhouse.
- Collaborate with PH Supervisor at day-end to ensure no further assistance is needed
- Work until all daily responsibilities are complete for both, the GH and PH.
- **Improve Methods & Efficiency**
 - Develop best practices for work processes and improve efficiency
 - Ensure all safety practices are followed to prevent/minimize injury
 - Communicate daily with Plant Manager and Grower
- **Interpersonal Skills**
 - Capable of maintaining a calm and collected composure during times of disorder, speaking to others in a respectful manner, and is skilled at productively handling multiple personality types.
 - A proficient in effectively communicating with employees throughout the organization orally and written
 - A willingness and desire to assist in unrelated and/or unassigned tasks to ensure the effective operation of the GH and PH.
 - Must be a problem solver and capable of identifying areas of efficiencies.

QUALIFICATIONS

Requirements:

- Ability to lead by example with a “can do” attitude
- Experience in greenhouse work and/or hydroponics
- Familiarity with ERP and inventory control
- Experience with food safety practices, goals, rules and regulations
- Great multitasking abilities and ability to work in a fast-paced environment
- A strong desire to learn and grow
- Excellent communication and interpersonal skills
- Experience in data collection and recording
- Ability to motivate, inspire and coach hourly workforce
- Problem-solving skills and foresight- capable to identify areas of efficiencies
- Ability to work weekend and holiday coverage will be required on an as needed basis



The ideal candidate:

- Excellent verbal, written, and interpersonal skills
- Reliable and highly motivated with a creative flair and lively personality
- Passionate commitment to the company vision
- Appreciation to principles of sustainable agriculture and food

WHO WE ARE

Gotham Greens is a global pioneer in the field of urban agriculture and a leading producer of year-round, hyper-local produce and fresh food products. The company provides its retail, restaurant, and institutional customers with produce grown under the highest standards of food safety and environmental sustainability. Gotham Greens has built and operates 4 greenhouse facilities spanning over 170,000 sq. ft. in New York City and Chicago. Gotham Greens was founded in 2009 in Brooklyn, NY.

We are farmers that live in apartments. Our team is hard working, supportive, and passionate about sustainable urban agriculture. We work to create an environment that is caring, fun, and collaborative.

Gotham Greens is proud to be an Affirmative Action/Equal Opportunity Employer.

We thank all applicants in advance for their interest in this position, however, only those selected for an interview will be contacted.



**GREENHOUSE
GROWN**



**PESTICIDE
FREE**



**SUSTAINABLE
AGRICULTURE**



**URBAN
FARMING**



**PREMIUM
QUALITY**

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