**Job Title:** Selection Supervisor **Reports to:** Selection Manager

**Department:** Production  **Salary Range:** DOE / Hourly

A career at Skagit Horticulture is challenging, rewarding, and satisfying. We accomplish our goals when each individual performs to their full potential while contributing as a valuable team player with others in the organization.

**Summary of Duties and Responsibilities:**

The Selection Supervisor – Order Pulling is a core position responsible for the direct training and supervision of the Order Pulling Team at one of our sites. Focus on safe, accurate and timely pulling of plant orders. In addition, the Selection Supervisor isresponsible for the upkeep of the facilities and the equipment used to perform this job.

**Leadership**: Responsible for the supervision of the order pulling team.

**Primary Duties:**

* Maintain a safe work environment.
* Supervise and participate in the pulling of plant orders according to the direction of the Selection Manager.
* Work with the Selection Manager to determine equipment needs.
* Perform accuracy and quality checks on orders pulled by your team. Notify the Manager or the appropriate people about N/A’s or quality issues.
* Work with the Manager to determine staffing needs for your Order Pull Team.
* Recordkeeping as required
* Maintain the cleanliness and order of equipment and facilities on a daily basis.
* Good communication with other departments.
* Various other duties as assigned.

**Coaching and Training:** Support pulling team to perform at their best potential through coaching best practices and effective communication. Ensure the safety of pulling team monitor proper use of PPE and safety hazards.

**Required / Preferred Qualifications:**

* Candidate should have strong people and problem-solving skills
* Experience in Lean processes is preferred
* Bilingual preferred, must be able accurately read and understand plant labels and Pull Tags.
* Familiarity with annual and perennial varieties identification preferred.
* Collaborative team member.
* Prior supervisory experience preferred.
* Basic competency in Microsoft Office®

**Job Title:** Selection Supervisor, continued

**Safety**

* Ensure that all production and maintenance work areas are kept clean and safe.
* Maintain a zero-tolerance attitude for unsafe work practices.
* Ensure that a quality, results producing safety program in place and operating effectively at all times.

**Physical Environment/Working Conditions:**

* Lifting to 50# and pushing and pulling of loaded shipping racks.
* Will work both inside greenhouses and outside under all types of weather conditions and must be appropriately geared.

**Other:**

* This position requires flexibility in hours and often extended hours and weekends during March - June, depending on the size of the workload and time of year.
* Must be willing to take an active, professional part in fulfilling the goals and objectives of Skagit Horticulture.

**Benefits**

Skagit offers an excellent benefits package including medical, dental, vision, 401k, and 8 paid holidays.