

## **Shop Shift Supervisor – Joffre, Alberta**

Procort Limited manages Canada's largest private tank car lease fleet and operates an extensive repair network across the country. Our fleet has grown to include more than 30,500 special purpose tank and freight cars. Procort also operates 27 repair locations servicing the petroleum, petrochemicals, plastics, chemicals, fertilizers and food markets.

Procort has an immediate need for two reliable Shop Shift Supervisors at our Joffre Mini-Shop Location.

### **Essential Responsibilities:**

- Supervises hourly employee teams.
- Motivates and holds team accountable for performance and time standards.
- Acts as facility's subject matter expert for the performance of railcar repair.
- Resolves complex repair questions/issues for hour teams.
- Organizes hourly workforce and assigns work orders to repair teams to ensure most efficient execution of railcar repairs.
- Determines and communicates which teams/individuals will be executing specific car repairs including work type and location.
- Responsible for hourly workforce adherence to EHS standards, policies and practices.
- Evaluate individual and team training effectiveness / requirements
- Provides labour cost estimates for non-standard activities.
- Establishes and maintains a work environment and workforce culture that encourages and recognizes active employee participation, ownership and diversity. Ensure positive employee morale.
- Actively participate in team meetings, training and activities to help maintain a safe and productive work environment and ensure high quality/compliant and efficient work completion that meet customer expectations.
- Acts as first line for hourly conflict and general issue resolution.
- Monitors and manages overall team behaviour and delivers coaching and/or discipline within standard guidelines.
- Escalates broader or complex behaviour/performance issues to plant manager.
- Work closely with office staff and management to coordinate work tasks, define, and drive toward team and facility goals. Help make the workplace and process improvements and recognize the contributions of others.
- Other related duties as assigned.

## **Minimum Qualifications:**

To perform this job successfully, an individual must be able to perform each essential responsibility satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

## **Requirements:**

- Legally entitled to work in Canada.
- High school diploma or equivalent.
- Working knowledge of railcar repair techniques and procedures, car construction, welding techniques, AAR and DOT rules and regulations.
- Familiar with relevant railcar standards and regulations published by AAR, CGSB, DOT, BOE, FRA as well as Canadian TGD Act and regulations.
- A minimum of 3 years' experience in railcar repair industry.
- Appendix T: Repair/Welding
- NDT certification in VT,MT,LP and LT
- Proven safety performance record.
- Proficient in MS Office as well as Lotus Notes.
- Demonstrated decision making and problem solving abilities.
- Excellent time management and communication skills.
- Demonstrated leadership and relationship building abilities.
- Detail-oriented and committed to quality.
- Proven ability to achieve results.
- Positive and energetic attitude.
- Valid driver's license and reliable transportation to get to and from work.
- Ability to work in an environment with continuous exposure to outdoor weather, as well as dust, fumes, and noise.
- Adhere to Procor's health and safety standards (including the Responsible Care policy), and wear the required personal protective equipment for the job in a safe manner.
- Willing to comply with pre-employment screening that includes but is not limited to: drug testing, reference verification, and background check.

## **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential physical functions.

- While performing the duties of this job, the employee is regularly required to sit; use hand to feel, or handle tools or controls; talk and hear. The employee is

- regularly required to stand, walk, and reach with hands and arms.
- The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required for this job include close vision, distance vision, colour vision, peripheral vision, and the ability to adjust focus.

**Benefits:**

Procor Limited is an equal opportunity employer. We offer our employees the opportunity to be a contributing member of a successful team as well as competitive wages and extensive benefit coverage:

- Group benefits including dental, vision, and insurance
- Pension and retirement savings plans
- Personal rebates for fitness, computers and education

Interested applicants are invited to submit their resume and cover letter to [employment@procor.com](mailto:employment@procor.com), or by fax to 1-888-413-2904.

We thank all applicants for their interest in Procor Limited, however only successful candidates will be contacted.