

Food Production Manager Job Description

Duties and Responsibilities:

- Conduct studies to discover ways to improve the efficiency of production processes
- Oversee the hiring and training food production personnel
- Ensure manufacturing and processing staff wear appropriate sanitary and protective gear to ensure health and safety
- Monitor every aspect of production to ensure compliance with established procedures and standards
- Oversee the maintenance, repair, and replacement of production equipment to ensure smooth work operations
- Develop and promote new food products to boost sales and increase generated returns
- Allot work tasks to company staff according to their specialization and history
- Set production objectives and implement action plans for achieving set targets
- Conduct forecast to identify potential risks and contingencies in a proposed project
- Prepare periodic reports to update upper management on food production activities
- Create workshifts to ensure round-the-clock food production operations
- Maintain accurate inventory of raw materials and processed food products
- Ensure products and raw materials are stored properly at optimum conditions
- Carry out surveys to identify customer requirements and adjust to meet such needs
- Ensure all company regulations and government legislations are adhered to

- Attend seminars, conferences, and educational programs to update job knowledge.

Food Production Manager Requirements – Skills, Knowledge, and Abilities

- **Education and Training:** To become a food production manager, you require a Bachelor's degree in food science, food technology, or manufacturing engineering, or in a similar discipline. Employers often prefer candidates with prior experience in a food manufacturing, storage or handling industry. At least 5 years of experience as a food production technician is required
- **Leadership Skill:** Food production managers are skilled in directing and coordinating the activities of food production personnel to ensure efficient operations
- **Time-management Skill:** They are able to achieve production targets within set timeframe
- **Decision-making Skill:** They are adept in taking key production decisions to ensure manufacture of high quality products.