



## **EMPLOYMENT OPPORTUNITY – OPERATIONS SUPERVISOR**

### **THE COMPANY**

Argentia Freezers and Terminals, which operates under the A. Harvey Group of Companies, has a facility in Argentia which offers a full range of stevedoring and marine related services for handling cargoes such as fish products, containers, etc. This includes cold storage services, warehouse facilities, and a large container operations yard for offloading/loading.

### **EMPLOYEE OFFERINGS**

When becoming an employee with A. Harvey Group of Companies some of the employee offerings you will be eligible for are the following:

- Defined Contributions pension plan
- Robust Benefits plan through Blue Cross
- 12 Paid personal leave days per calendar year
- Corporate Wellness Policy
- Statutory and other provincial holidays totaling 15 paid days per calendar year
- Internal Short Term sick leave program
- Education reimbursement policy
- Paid vacation starting at 3 weeks

### **THE ROLE - OPERATIONS SUPERVISOR - FULL-TIME**

Argentia Freezers & Terminals currently has an opening for the position of a full-time, permanent Operations Supervisor.

The selected candidate will be required to supervise the work of vessel crews, warehouse, yard, and salt bagging crews to ensure the appropriate handling of all cargo, products, containers, etc. that is loaded, discharged and/or handled in and out of our warehouses. Inventory control, preparing time sheets, Bill of Ladings and other reports are also within the scope of this position.

Key elements for this position are, but not limited to, the following:

- Provide leadership in the day-to-day operations and coordination of the Argentia Freezers & Terminals operations in compliance with the clients' needs;
- Work a flexible schedule as determined by business requirements;
- Meet all administrative requirements according to company policies, procedures, client specifications and legislative requirements;
- Effective coordination with the Operations Manager and vessel personnel to ensure customer expectations are met;
- Ensuring all functions compile with the Company's standards related to environmental, safety, and quality systems.

Some specific responsibilities of this role include but are not limited to the following:

- Supervision of on-site staff for all operations;
- Organization of all work activity with direction from the Operations Manager;
- Completing daily operations while adhering to a collective agreement;
- Providing effective customer service in all scenarios;
- Providing effective leadership;
- Compile and complete all required reports;
- Conduct toolbox talks as required;
- Complete vessel equipment inspections;
- Other duties as assigned.

## **THE CANDIDATE**

The ideal candidate will have the following:

- Several years of experience in a position related to front line supervision, logistics or marine operations;
- Comfortable working a flexible schedule based on business requirements;
- Effective competence in safety management, quality, and environmental response;
- Effective written and oral communication skills;
- Aptitude for computers and other technology;
- Self-confident individual with strong organizational skills that can prioritize and manage multiple tasks and deadlines in an efficient manner;
- Ability to provide professional and courteous service in any scenario;
- Ability to understand and work with diverse groups of people and clients;
- Leadership and teamwork skills that support a team based operation;
- Ability to work in all weather conditions;
- Work in an environment of heavy material handling equipment and hazardous materials.

Individuals interested in applying for this position should send a resume by December 23<sup>rd</sup>, 2024 to:

**Argentia Freezers and Terminals**  
**10 Water Front Drive, Berth 1**  
**Argentia, NL**  
**Phone: (709) 726-8000**  
**Fax: (709) 227-3331**  
**Website: [www.aharvey.com](http://www.aharvey.com)**  
**Email: [humanresources@aharvey.nf.ca](mailto:humanresources@aharvey.nf.ca)**

A. Harvey & Co. Ltd. is an equal opportunity employer. We wish to thank all applicants but only individuals invited for an interview will be contacted.