

RPS Biologiques – Manager Operations

About the Company

RPS Biologiques Inc. (www.rpsbiologiques.com/) is a Canadian company based in Charlottetown, Prince Edward Island. We offer a variety of products and services in the aquatic, animal and human health sectors. We target critical problems in disease prevention and control with our innovative vaccines and drugs using cutting edge technology. We are also dedicated to the creation human health supplements from herbal ingredients using our proprietary treatments and purification processes to maximize bioactivity and effectiveness.

We promise to deliver sustainable and novel solutions in the biotechnology sector. Our vision is to create a balance between health, technology and nature in a sustainable and innovative way. We strive for a better world.

Position Overview

The RPS Biologiques Manager Operations will have wide-ranging responsibilities to implement a staged growth strategy while managing risk. The Operations Manager will plan and implement efficient and quality production processes that meet current market demand while planning for future demand.

The Manager Operations will analyze and improve organizational processes, and work to improve productivity and efficiency. The Operations Manager will implement best practices in customer management, production planning, procurement and compliance and will assist the CEO at all levels of business planning, organization and decision-making.

The Manager Operations will anticipate and resolve challenges during the transition from research and pilot scale production to full operations and commercial scale production. The Operations Manager must quickly establish production capacity and process expertise, standard operating procedures, operational support, and assist with developing a marketing and sales structure. The Operations Manager will ensure compliance with export regulations and assist with regulatory hurdles in international markets.

The Manager Operations will direct and coordinate day to day operations of the production facility, manage local scheduling and real-time operations that facilitate the maximization of resources to achieve customer satisfaction, productivity, schedule adherence and economic goals.

Manager Operations Responsibilities

- Make important policy, planning, and strategy decisions
- Build alliances and partnerships with other organizations.
- Project planning and administration

- Review production orders/schedules/reports to ascertain product data such as types, quantities and specifications of products and scheduled delivery dates and/or resolve operational, manufacturing and delivery issues.
- Plan production to ensure customer deadlines are met.
- Assist in directing production activities to achieve optimum utilization of facilities and equipment and maximum efficiency of operations.
- Develop or revises standard operational and working practices and observes to ensure compliance with standards.
- Responsible for continuous improvement activities.
- Develop, implement and review operational policies and procedures.
- Assist HR with recruiting when necessary.
- Ensure all legal and regulatory documents are filed and monitor compliance with laws and regulations.
- Identify and address problems and opportunities for the company.
- Any other jobs assigned by the authorities.

Operations Manager Requirements:

- At least 10 yrs Experience in management, operations, and leadership.
- A higher degree in business management and/or Science.
- Understanding of general finance and budgeting, including profit and loss, balance sheet and cash-flow management.
- Ability to build consensus and relationships among managers, partners, and employees.
- Excellent communication skills.
- Solid understanding of financial management.
- A good team worker.

RPS offers competitive salary and benefits. Please send your CV/Resume to info@rpsbiologiques.com with Manager Operation in the subject line.