



We need you!

Job Posting – General Manager

NorthWind Forest Products (NorthWind) is Saskatchewan's largest specialty wood products manufacturing facility producing a variety of CCA pressure-treated roundwood and timber products for markets everywhere. NorthWind is proudly 100%-owned by the **Meadow Lake Tribal Council** (MLTC). Based in Glaslyn, Saskatchewan – NorthWind has been in continuous operation for over 60 years.

The **General Manager** will be responsible for all aspects of the operations from log yard to satisfied customer. We need an energetic and capable leader with industrial facility and CCA treatment plant operating experience who will be a hands-on manager filling the most senior role responsible for overseeing human resources, operations, maintenance, production and sales.

Position Details:

- a) Permanent, full-time position;
- b) Competitive salary;
- c) Comprehensive pension and health benefits package;
- d) Six-month mutual discernment period for fit after hiring;
- e) Start date: February 3, 2025.

Reports to:

CEO, MLTC Industrial Investments LP

Supervises:

Approximately 40 employees

Location:

Glaslyn, SK, Canada

Professional Summary:

A results-driven and conscientious General Manager with years of experience overseeing industrial operations and familiarity with wood processing facilities. Proven expertise in facility management, process optimization, regulatory compliance and team leadership. Adept at driving operational efficiency, improving production processes, ensuring environmental compliance and



maximizing profitability while maintaining safety standards. Strong communicator with a track record of successful project management and team development.

Job Responsibilities:

- **Operations Management:** Oversee all daily operations for both the wood treatment plant and the wood processing facility, ensuring all processes are running efficiently and according to schedule.
 - **Process Optimization:** Lead the continuous improvement initiatives to optimize plant processes, reduce waste, and enhance production output in both treatment and processing areas.
 - **Budget & Financial Oversight:** Develop and manage the facility's annual budget, monitor expenditures, and implement cost-saving measures without compromising quality or safety.
 - **Safety & Regulatory Compliance:** Ensure full compliance with regulations including environmental, health, and safety laws. Maintain and enforce safety protocols to minimize risk and ensure the well-being of all employees.
 - **Staff Leadership:** Supervise and mentor a team of 40 employees across various departments, including plant operations, maintenance, and administration. Conduct performance reviews, foster a culture of accountability, and oversee recruitment and training.
 - **Environmental Sustainability:** Implement eco-friendly initiatives to enhance the facility's operations and promote sustainable wood processing practices.
 - **Quality Assurance:** Ensure that all products, whether processed wood or treated wood, meet quality control standards. Coordinate regular inspections, audits, and testing procedures.
 - **Project Management:** Oversee the planning and execution of capital projects, upgrades, and expansions for both the treatment and wood processing units.
 - **Customer & Stakeholder Relations:** Maintain strong communication with key stakeholders, including customers, regulatory bodies and vendors. Resolve any issues or complaints in a timely and professional manner.
 - **Equipment Maintenance:** Oversee the maintenance schedules for all critical machinery and equipment to ensure operational efficiency and prevent downtime.
 - **Inventory & Supply Chain Management:** Manage inventory, order materials, and coordinate supply chain activities to ensure timely production and delivery of products and services.
 - **Reporting & Documentation:** Prepare regular operational, financial, and compliance reports for upper management, regulatory agencies and stakeholders.
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Technical Skills

- Microsoft Office Suite (Excel, Word, PowerPoint)
- Plant Management Software (sales, accounting, payroll, scales, maintenance and system controls.)

Candidate Attributes:

NorthWind Forest Products is especially committed to creating opportunities and removing employment barriers for qualified women, Indigenous persons, persons with disabilities and members of visible minorities.

- a) Proven organizational management and human resource capabilities;
- b) Strong interpersonal and team building skills;
- c) Astute listener and proven people skills;
- d) Technically competent and creative problem-solver;
- e) Proven written and oral communication skills.

Interested in applying?

- a) Apply with a cover letter and resume;
- b) In your cover letter, please describe why you are applying and how you see yourself being a good fit for this role;
- c) Three references will be requested if you are invited to the interview stage;
- d) While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

Send application via email to:

Mike Wagner, HR Manager
MLTC Industrial Investments LP
8191 Flying Dust First Nation
Meadow Lake, SK
S9X 1T8

Email: mike.wagner@mltcii.com

Closes Friday, January 3, 2025 @ 4:00 PM CST



MLTC Commitment to Employment Equity:

MLTC is committed to fair and equitable hiring and fully supports the federal [Employment Equity Act](#).

MLTC hires on merit, based on an applicant's qualifications and experience.

MLTC strongly encourages qualified equity group members (women, Indigenous peoples, persons with disabilities and members of visible minorities) to apply for employment with MLTC, and to declare their designated equity status so that we can monitor our progress towards a more representative workforce.

MLTC, and its affiliated companies, adheres to the principle that employment equity means more than treating persons in the same way but also often requires special measures and the accommodation of differences. MLTC, and its affiliated companies, will strive to achieve equality in the workplace so that no person shall be denied employment opportunities or benefits for reasons unrelated to ability. MLTC will, in the fulfilment of that goal, correct for the conditions of disadvantage in employment experienced by women, Indigenous peoples, persons with disabilities and members of visible minorities.
