

Job Title: Production Manager

Job Location: Asheville, NC

Position Overview:

As the Production Manager you will manage and oversee the distillery's production operations.

Job Responsibilities:

- Lead the recruitment process for production staff, including job postings, interviewing, hiring, and onboarding.
- Responsible for staff scheduling, training, and professional development.
- Conduct regular employee reviews, manage disciplinary actions, and maintain documentation.
- Supervise all aspects of production, ensuring efficient operation and high-quality output.
- Oversee raw materials procurement and manage inventory to maintain production flow.
- Implement and maintain cost management strategies, including real-time data tracking for Production

Forecasting and Cost of Goods Sold (COGS).

- Ensure accuracy and compliance in reporting, particularly with TTB record-keeping standards and regulations.
- Manage facility maintenance and equipment upkeep to ensure operational efficiency and cleanliness.
- Conduct monthly inventory counts and report findings to the CPA for financial oversight.

Logistics and Reporting:

- Handle Finished Goods/WIP reporting using DX5.
- Regularly forecast raw materials needs and order accordingly to meet production schedules.
- Proven experience in a similar role, preferably in the spirits distillery industry.
- Familiarity with industry-specific software (e.g., DX5) and regulatory compliance requirements (TTB Regulations)