

	JOB POSTING
	Shake and Shingle Supervisor Reports to: Operations Manager

Who We Are

We, the We Wai Kai, embrace our language and culture to build a proud, healthy, safe, and self-sufficient community. We support and encourage each other to thrive through following the footsteps of our ancestral history, as stewards of our lands and waters, while balancing our role in modern day society.

The Comox Valley Shake and Shingle Mill is a Nation owned entity that manufactures shake and shingle products for both local and international markets.

Position Overview

We are seeking an experienced and motivated Shingle Mill Supervisor to oversee daily production operations within our shake & shingle manufacturing facility. The ideal candidate will provide hands-on leadership, ensure operational efficiency, maintain safety compliance, and drive continuous improvement across the mill.

Responsibilities

- Supervise daily mill operations, including saw lines, cutting, stacking, and packaging.
- Lead, coach, and develop production crews to meet safety, quality, and productivity targets.
- Monitor workflow, machine performance, and production schedules to ensure on-time delivery.
- Enforce safety protocols and maintain compliance with WorkSafe and environmental regulations.
- Coordinate preventative maintenance to minimize downtime.
- Track production metrics and prepare daily/weekly performance reports.
- Maintain quality control standards for wood shingles and shakes.
- Troubleshoot operational issues and implement corrective actions.
- Foster a positive, accountable, and team-oriented work environment.
- Commitment to continuous improvement and safety culture.

Qualifications

- 3–5+ years of experience preferably in a shingle mill but will recognize experience in a sawmill, wood products, or shingle manufacturing operations.
- 1–3+ years of supervisory or leadership experience in an industrial setting.
- Strong understanding of sawmill or shingle mill equipment and processes.
- Knowledge of safety standards and regulatory compliance.
- Excellent leadership, communication, and conflict resolution skills.
- Ability to work in a fast-paced, physically demanding environment.
- Proficiency with production tracking systems and basic computer skills.

Preferred Qualifications

- Millwright Training or certification in welding, heavy duty mechanics an asset
- Experience working with industrial equipment. Forklifts, Front End Loaders, Chippers, Etc.
- First Aid certification

Physical Requirements

- Ability to lift up to 50 lbs
- Comfortable working in a noisy industrial environment

What We Offer

- Hourly wage: \$45-\$50 per hour
- Fully employer paid extended health and dental package
- Pension plan match up to 9%

To apply please send your resume and cover letter to shelley.irwin@cvshakes.ca.

Application Deadline: May 22, 2026