



Operations Analyst

Pure Sunfarms is a vertically integrated, large-scale, low-cost supplier of high-quality cannabis to the Canadian adult recreation market, headquartered in Delta, BC. As a 50/50 joint-venture of Village Farms and Emerald Health Therapeutics, Pure Sunfarms is backed by one of North America's leaders in high-tech greenhouse growing.

We are trail blazing this industry with some serious clout – and by serious, we mean a 30-year track record of operating mega-scale greenhouses. We are led by a team of seasoned executives along with a team of cultivation experience from around the world. Let's just say - we are building and operating on a whole new level.

Here is where you come in as an **Operations Analyst**. You are a natural multitasker who digs production planning, maintaining KPIs and ensuring resources such as materials, labour force and manufacturing environment are lined up. You work well within cross-functional teams to plan, analyze and manage production activities. As Operations Analyst you will work to ensure the production activities.

ESSENTIAL FUNCTIONS

- Researching and contributing to the development of business cases to support informed decision making;
- Running multiple improvement initiatives and projects across any area of the business;
- Supporting the day-to-day business by administering key cross-functional business processes;
- Developing and tracking operational Key Performance Indicators (KPIs);
- Cross functionally support the implementation of System applications;
- Ensure the production/post-harvest team are working efficiently and effectively while being compliant with rules and regulations of Health Canada and Pure Sunfarms;
- Maintaining high standard and championing the operating philosophies and principles of the business;
- Creation and implementation of operational documentation such as SOPs, Work Instructions, flow diagrams, etc.

OTHER DUTIES

We are essentially a start-up, rolling up our sleeves to build something bigger than ourselves. Other duties may arise from time to time/most of the time and as a team, we look to support each other.

YOUR BRAND AND STORY

We already know you love organizing and scheduling in advance and with coherence, but we want to know more about your strengths. You're good at the following:

- Diploma in business operations management or related field;
- Actively participate and maintain active professional affiliations (APICS, etc.) - attend applicable training to support improved business practices and enhance career growth;
- Proficient with Microsoft Excel and other Office tools;
- Organizing and prioritizing your work to meet deadlines and can adapt to unexpected priorities;
- Working well alone or in a collaborative team environment;
- Exercising professional judgment and decision-making;
- You are dependable and consistently at work and on time;
- Following instructions and direction and soliciting feedback to improve performance;
- Attention to detail and excellent communication, both verbal and written skills;
- Have working knowledge of ERP systems;
- Must have the ability to obtain RCMP Criminal Record Check and maintain security clearance.