

Who We Are

About John Paul Mitchell Systems®

John Paul Mitchell Systems® has been serving the professional beauty industry for 40 years, placing our employees and our relational wellbeing as the core value of all that we do. We are proud to have been pioneer and leader in cruelty-free products, having never tested on animals since our company's inception in 1980. Additionally, from the beginning we have understood the importance of giving back and to protecting the planet. In accordance with Chairman and Co-Founder John Paul DeJoria's motto, "Success unshared is failure," the company supports a wide range of philanthropic causes both domestically and internationally. For more information, please see our website paulmitchell.com or visit us on Facebook, Instagram and YouTube.

JPMS Manufacturing is our Liquid and Cream Hair Color Manufacturer located in Reading, PA. We have production, manufacturing, R&D, and distribution operations located in-house. In recent years, JPMS Manufacturing has looked to expand its services to provide branding and product innovation to our partners. We are now looking to add a full-time General Manager/Operations Manager.

Position Summary

The General Manager/Operations Manager position is responsible to oversee property operations in identifying, developing, implementing, and maintaining processes and procedures across the organization to increase production, consistency and profitability. Reporting directly to this position are the managers presiding over the warehouse/purchasing; facilities, human resources, product quality control/compliance.

Responsibilities and Duties

- Develop the strategic and operational plan for the facility
- Coordination with departmental teams and facilitates the operational flow across departments
- Ensure complete compliance with the State of Pennsylvania statutes and regulations as required for all licenses
- Build strong relationships with local and state level officials
- Establish appropriate standards and risk controls associated with the physical property
- Design SOPs, methods, policies and procedures to advance the departments to ensure it meets the needs of the company
- Hire, train, and retain additional key management members to support and assist with labor planning, scheduling, along with the coordination of critical business functions, such as labor management, facility management, safety programs, and licensing compliance
- Provides appropriate coaching, counseling, direction and resolution with managers, supervisors and Team Leaders
- Organize periodic trainings pertaining to security for all security, operational and administrative personnel
- Directs the managers, supervisors and lead team members with daily operation of the Facilities to include the development, analyses and implementation of staffing, training, harvesting, scheduling and trimming
- Work closely with Corporate Headquarters and Staff in California.

Skills & Qualifications

- Bachelor's Degree in Business or related preferred
- Prior experience in management (5 years minimum)

- Experience in the Cosmetics Manufacturing or Manufacturing preferred
- Strong business and financial acumen
- Advanced experience in operations
- Strong problem solving, communication and interpersonal skills
- Extensive knowledge of occupational safety and health standards in the workplace
- Excellent leadership skills

Compensation DOE/TBD

To apply for this position, please email your resume to Jay Hensel at [@jayh@jpms.com](mailto:jayh@jpms.com).