



September 2024

JOB DESCRIPTION: Facility Manager

Location:

Reports To: Cultivation Director and CEO

Company Overview:

Grow Pro is a leading cannabis cultivation company in South Africa with a dynamic start-up culture and a dedication to producing premium-quality cannabis products. Guided by an experienced management team, we operate at the forefront of the industry, utilizing advanced technologies like Cli-Max climate control and Bionova nutrients to optimize our growing process. Our activities span contract cultivation, exporting to EU cannabis markets, and strategic investments in existing licensed cannabis facilities, all while maintaining strict adherence to industry standards and regulatory compliance. Join us and become part of a team that values growth, innovation, and quality.

Job Summary:

The Facility Manager is responsible for managing the overall operations of our cultivation facility, ensuring compliance with SAHPRA regulations and upholding company quality standards. This role involves overseeing cultivation activities, facility maintenance, safety protocols, and security measures while working closely with various departments to drive continuous improvement.

Key Responsibilities:

- **Oversee Facility Operations:** Manage daily operations, including cultivation, maintenance, safety, security, and compliance to ensure the facility runs efficiently.
- **Compliance:** Ensure full compliance with SAHPRA guidelines and South African laws, including documentation, reporting, and adherence to safety and quality standards.
- **Manage Cultivation Processes:** Oversee cultivation activities such as planting, trimming, harvesting, nutrient management, and pest control.
- **Facility Maintenance:** Manage and maintain facility equipment (HVAC, lighting, irrigation, security, environmental control) to ensure optimal operation and regulatory compliance.
- **Safety Protocols:** Develop, update, and enforce safety protocols, including emergency response plans and employee safety training.
- **Security Measures:** Oversee security protocols, including access control and surveillance, in compliance with SAHPRA requirements.
- **Budget Management:** Develop and manage the facility's budget, ensuring cost-effectiveness while meeting production and compliance goals.

- **Vendor Coordination:** Manage relationships with external vendors and contractors to meet facility needs and regulatory requirements.
- **Facility Audits:** Conduct regular inspections and audits to ensure compliance, cleanliness, and operational efficiency.
- **Foster a Culture of Compliance:** Promote a culture of safety, compliance, and continuous improvement within the facility.
- **Regulatory Reporting:** Prepare and submit reports on facility operations, compliance audits, equipment performance, and cultivation metrics.
- **Stay Informed:** Keep up to date with industry trends, new technologies, and regulatory changes.

Qualifications:

- Bachelor's degree in facility management, horticulture, agriculture, engineering, or related field preferred.
- Minimum 8 years of facility management experience, with at least 3 years in a managerial role, preferably in cannabis cultivation.
- Strong knowledge of SAHPRA regulations and facility management practices.
- Proven experience in regulatory compliance.
- Excellent leadership, communication, and team management skills.
- Data analysis and decision-making skills to optimize facility operations.
- Proficiency in Microsoft 365 and facility management software.

Physical Requirements:

- Ability to work in a cultivation environment for extended periods.
- Flexibility to work weekends, holidays, and extended hours as needed.
- Ability to lift and move up to 25kg.

Employment Terms:

Full-time position with a three-month probation period. Opportunities for professional growth within the company.

Disclaimer:

Grow Pro is an equal opportunity employer. We are committed to fostering a diverse and inclusive work environment where everyone can thrive. All information provided by applicants will be kept confidential and used solely for the purposes of recruitment. Only shortlisted candidates will be contacted for further steps in the application process.