



Example of Packaging Manager Job Description

Powered by www.VelvetJobs.com

Our innovative and growing company is hiring for a packaging manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for packaging manager

- Reviews SOPs on a consistent and ongoing basis, making recommendations for changes needed to adapt to increased business demands and/or state or regulatory requirements
- Participates in the selection, training, professional growth and development and supervision, inclusive of performance evaluations in accordance with HR policy for all production personnel
- Report to Site Head of Production about ongoing measurement identifying progress, issues and corrective action status, and planned projects
- Maintains a cGMP compliant work area
- Ensures compliance with reporting requirements for all state and federal regulatory bodies
- Perform order management processes such as communicating job specific information, entering job details into order management software and ensure proper priority is given to each job to meet client expectations
- Apply understanding of customer's business needs to establish solid customer relationships and facilitate problem-solving
- Establish and promote excellent customer relations through effective and proactive communication and continuous monitoring of customer satisfaction
- Provide pre-production services
- Generate project estimates and deliver to clients

Qualifications for packaging manager

- You must be able to thrive and succeed in an entrepreneurial environment, and not be hindered by ambiguity or competing priorities
- Bachelor's degree, preferably in Design, Industrial Design, Design Management with experience managing visual identity and packaging design projects
- High proficiency in MS Office applications (Word, Excel)
- Excellent project management skills written and verbal communication skills
- 5-7 years in Procurement and Supply Chain
- Proven previous experience with Procurement Packaging