



AVOCADO THE WORLD'S MOST ADVANCED NETWORK



JOB TITLE: RIPE AND INVENTORY MANAGER
REPORTS TO : GENERAL MANAGER
DEPARTMENT : RIPE
LOCATION : LAREDO, TX

Mission Produce is the largest global supplier of the world's finest avocados. For over 35 years we have invested in people, state-of-the-art technology and avocado-specific infrastructure to expertly serve our customers, growers and partners. Throughout our history we have remained rooted in honesty, respect and loyalty.

Mission Produce owns and operates state-of-the-art avocado packing facilities in multiple global locations including California, Mexico and Peru. In addition, our global distribution network includes 11 forward distribution centers in North America, China and Europe. Over the past 35 years, Mission has become recognized as the leader in the worldwide avocado business.

JOB SUMMARY

Responsible for the effective planning, directing, and coordinating of the day to day operations to meet the facilities ripening and inventory management objectives of monitoring and managing the ripening process, as well as managing and conducting the facilities inventory procedures for avocados, 3PL, and dry goods.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Plan, supervise, and direct the daily ripening operations. Monitor and manage inventory of avocados using proper standard operating procedures
- Communicate daily with General Manager, Shipping Manager, Production Manager, and QA Supervisor on the status and quality of product
- Communicate daily, weekly, and monthly inventory concerns with Mission Corporate
- Train team to follow proper ripening, and inventory procedures
- Work with Shipping Manager to oversee and supervise the monthly inventory processes for avocados
- Ensure ripening rooms are in compliance with sanitation and food safety cleanliness standards
- Conduct routine inspections of processes and look for improvement opportunities and provide solutions to General Manager
- Create schedule for all ripe and inventory staff based on the needs of the distribution center

- Maintain and update all ripening and inventory SOP, and ensure adherence to established standard
- All other duties as assigned

MINIMUM QUALIFICATIONS & REQUIREMENTS

- High School Diploma or 2 years of relevant experience
- Ability to be flexible with hours
- Effective interpersonal communication skills
- Experienced in Microsoft Office
- Bilingual in English and Spanish (Preferred)
- Forklift experience (Preferred)
- Knowledge of AS400/inventory systems (Preferred)

WORKING CONDITIONS

- Ability to lift or move 25 to 50 pounds
- Ability to work in temperature-controlled environment from 34°F – 42°F
- Safely work near moving mechanical parts and equipment

