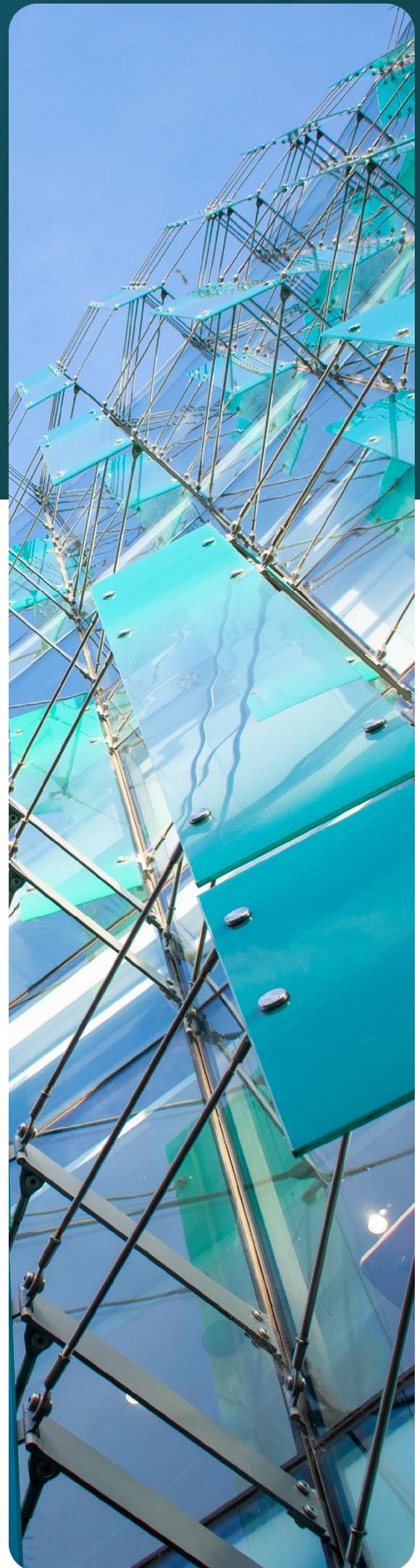


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Rainbow Confectionery - Operations Manager

Position Description and
Additional Information

24 March 2026





Position Description

Position:	Operations Manager		
Location:	Oamaru		
Reports To:	General Manager		
Prepared By:	Brent Baillie (GM)	Approved By:	

Impact Dimensions:	
<i>Number of Direct Reports</i>	5.0 FTE Production Manager; Packing Manager; Technical Manager, Engineering Manager, Warehouse Manager,
<i>Number of In-Direct Reports</i>	65.0 FTE (approx) Operations Staff

Position Objective:
<p>Reporting to the governing General Manager, the primary objective of the Operations Manager is to:</p> <ul style="list-style-type: none"> Provide effective leadership to all employees, to foster a highly efficient, dynamic, responsive and inspired work culture. Maintain constant communication with managers, staff, and vendors to ensure proper operations of the company. Oversee the continued development, implementation, and maintenance of the quality assurance protocols. Increase the efficiency of existing processes and procedures to enhance the company's internal capacity. Ensure that operational activities remain on time and within budget. Track staffing requirements, hiring new employees as needed.

Key Relationships:	
<i>Internal</i>	The General Manager and all other Rainbow Confectionery Limited employees and consultants
<i>External</i>	Board of Directors, Customers, Suppliers, Sales and Marketing
Authorities:	
As delegated by the General Manger	
Health and Safety:	



Key Relationships:	
Rainbow Confectionery Limited is committed to achieving the highest level of health and safety for its staff. All employees are expected to take the initiative and identify, report and resolve issues that may cause harm to themselves or others in the organization. As an employee of Rainbow Confectionery Limited, the health and safety of all staff and visitors, as well as your own, is your responsibility. You are expected to work safely at all times, and to actively participate in health and safety programs in your area. It is expected that you will report all accidents or potential hazards in the appropriate manner.	
KEY TASKS AND EXPECTED RESULTS:	
Key Result Areas	Performance Standard (KPI)

Personal Objectives	
Professional And Personal Development	<p>To undertake identified personal training/development as part of an agreed development plan.</p> <p>To keep up-to-date and demonstrate awareness of relevant financial compliance requirements and best practice.</p> <p>Provide leadership to the other staff both directly and indirectly, encouraging them with their own personal development.</p>

Key Result Areas	
Strategic Focus and Leadership	<p>In conjunction with the General Manager, ensure that all goals and strategies are aligned with the vision and mission statement of the Company.</p> <p>Uphold in practise the Company Values and install these values into the everyday work practises within the factory.</p> <p>Motivate the leadership team with the continual implementation and on-going management and measurement of Rainbow Confectionery Limited's Strategy.</p> <p>Informs the General Manger about trends, issues, problems and activities in order to facilitate policymaking. Recommend policy positions.</p> <p>Assures the filing of all legal and regulatory documents and monitors compliance with relevant legislation and regulations.</p>
Financial and Business Performance	<p>Provide the General Manager with strategic operational advice, analysis and reporting to identify relevant trends and enables effective management and leadership.</p> <p>Oversee and monitor budgets and planning in line with the delegated area of performance and responsibilities.</p> <p>Proactively identify and manage areas of risk across the company.</p>



<p>Management and Administration</p>	<p>Provide general oversight of all Factory activities, manage the day-to-day operations and assures a smoothly functioning, efficient operation.</p> <p>Assure quality and organisational stability through development and implementation of standards and controls, systems and procedures and regular review.</p> <p>Effectively manage the human resource component of Rainbow Confectionery Limited according to approved policies and procedures, and relevant employment agreements that fully conform to current legislation and regulations.</p> <p>Assure a work environment that attracts, recruits, retains, supports and develops quality staff.</p>
<p>People Management</p>	<p>Lead and model the development of good working relationships within your team and across the organisation to ensure collaboration in the sharing of ideas & resources and the delivery of services and wider projects.</p> <p>Coach and provide support to direct reports to ensure quality service delivery.</p> <p>Facilitate the on-going development and growth of all direct reports and their capabilities.</p> <p>Manage and develop direct reports in order to achieve the goals of Rainbow Confectionery Limited and a high-performance culture.</p>
<p>Stakeholder Management</p>	<p>Build and maintain credible productive relationships with a wide range of internal and external stakeholders.</p>
<p>Health and Safety</p>	<p>Accountable for the overall monitoring and leadership of quality, safety and environmental management systems, within the factory the contribute to the design and management of Health and Safety policies and procedures to ensure compliance with the relevant legislation and regulations.</p> <p>Lead a safety-first culture within all work teams.</p>
<p>Procurement and Contract Negotiation</p>	<p>Assist in procurement functions to procure competitively, ensuring that all purchase requirements are achieved in the most cost-effective way, delivering on time and in full, ensuring total quality within the supply chain.</p>
<p>Change Management</p>	<p>Identify the need for, create and implement change management strategies and plans that maximise employee engagement and minimise resistance.</p> <p>Drive faster adoption, higher engagement and greater proficiency of the changes that impact employees, to increase the realisation of benefit, value creation, return on investment and the achievement of desirable results and outcomes.</p>
<p>General</p>	<p>Develop an innovative approach to problem solving.</p> <p>Complete any other tasks as directed by the General Manager.</p>



Key Competencies:

- Leadership
- Strategic focus
- Collaboration and influence
- Communication
- Planning and self-management
- Customer focused.
- Managing change
- Problem solving
- Self-learning and growth

Qualifications:

- Relevant tertiary qualification at degree level or be willing to undertake further education; and relevant experience at a managerial level within a manufacturing industry.

Training:

- As part of your personal development programme, to remain abreast of current industry related trends, practices and disciplines, financial and information technology changes and, undertake regular updates in either competency training or changes in law as required.

Skills and Experience:

- At least five years' experience operating in a management position (manufacturing, operational and people leadership)
- Significant knowledge and experience in strategic management and leadership, ideally in the manufacturing sector
- Demonstrable experience leading in a Lean Manufacturing environment.
- Financial management and reporting skills
- Strong line management experience with a proven ability to lead change and to collaborate and to communicate with and influence others.
- Demonstrate integrity, confidentiality and discretion.
- Ability to self-motivate and extend one's knowledge.
- High level of written and verbal communication skills.
- High standards of professionalism and ethics

Our process



OUTREACH AND ADVERTISING | Applications close 9th April

Potential candidates identified through targeted search; applications reviewed and responded to.



APPLICANT SCREENING | Late March – Early April

Initial screening of applications as they are received. This may include a discussion with candidates about their motivations for applying. We aim to run a timely and efficient process.



SELECTING AND SHORTLISTING | Early April

Once the role has closed our team will present the most qualified candidates to the client. Within this period, all applicants will receive notification of the status of their application.



CANDIDATE INTERVIEWS | Mid April

Decipher Group prioritises a robust and consistent interview framework, based on a behavioural and competency-based assessment. Candidates will be advised of the interview structure and who will be present on the panel. All interviewed candidates will receive prompt feedback and will be advised of next steps once we have debriefed with the interview panel.



VETTING AND DUE DILIGENCE | Late April

We conduct thorough background checks and referencing to further assess competencies of preferred candidate/s. Decipher Group utilises a third-party provider for pre-employment and probity checks such as criminal history, qualification, employment history and bankruptcy. Our team will notify you in advance prior to us contacting your referees. Throughout the entire process, candidate confidentiality and privacy remain an absolute priority.



DECISION AND ONBOARDING | Late April

Following a rigorous evaluation, a conditional offer of employment will be made, subject to the completion of the above stage. Our team will communicate regularly with both the client and the successful candidate during this period. At the conclusion of the recruitment process, all remaining candidates will be notified, with the opportunity for feedback.

Operations Manager – Manufacturing

- Three bullet points Lead people, culture, and operations
- FMCG manufacturing leadership, Oamaru
- Drive continuous improvement

About the company

Our client is a proudly New Zealand-owned business with a long history of making quality food products for the domestic and international markets. Based in Oamaru, the company combines traditional values with modern manufacturing, placing a strong emphasis on safety, quality and doing things the right way.

For them, people matter. The business is built on teamwork, respect and continuous improvement, with a genuine commitment to creating a workplace where employees feel supported, valued, and encouraged to grow.

Are you ready to make a meaningful impact in this successful and agile manufacturing business?

About the opportunity

Reporting to the General Manager, the Operations Manager plays a key role in ensuring operational safety, efficiency and consistency every day. This is a senior leadership position with responsibility for leading the factory management team and supporting approximately 70 staff across production, packing, engineering, technical and warehousing functions.

Working closely with your teams you will turn strategy into action, optimise production to consistently meet demand, maintain high standards of quality and food safety, and drive continuous improvement in a practical and people-focused way.

Key responsibilities include:

- Leading day-to-day factory operations to ensure a safe, efficient and productive workplace
- Managing all aspects of people and performance from recruitment through to performance and employment relations.
- Supporting, mentoring and developing a capable and engaged leadership team
- Driving continuous improvement initiatives to ensure efficiency, capability and performance
- Ensuring operations deliver on time, within budget and to required quality standards
- Overseeing food safety, quality assurance and compliance with regulatory requirements
- Taking a proactive, solutions-focused approach to challenges and change
- Building positive working relationships across all stakeholders

About you

You will be an experienced manufacturing or operations leader who enjoys collaboration and being part of the day-to-day rhythm of the business. Bringing a strong technical understanding of manufacturing you have a proven ability to lead and manage teams, build trust and enhance a positive workplace culture. Proven experience in high-speed, shift-based processing environments, combined with an understanding of lean and efficient manufacturing practices, would be highly regarded.

You are naturally curious and committed to ongoing learning, with a strong interest developing both systems and people. Agile, practical and approachable, you are comfortable leading people performance, solving problems and balancing strategic thinking with hands-on leadership.

Most importantly, you share similar values and lead with integrity, professionalism and a genuine commitment to safety, quality and teamwork.

How to apply

To discover more about Rainbow Confectionery, visit <https://rainbowconfectionery.co.nz/>

For a confidential discussion about the role; contact Lisa Edwards on 021 240 4410.

Applications close: Thursday 9th April 2026

Please do not email us your CV and Cover Letter.
Please use the *Apply Now* link on our website.



Lisa Edwards
Senior Business Partner
Decipher Group

Relationship focused
Evaluative
Interested
Driven

decipher

Our Diversity, Equity and Inclusion Statement

Decipher Group care deeply about helping individuals achieve their full potential and supporting organisations to thrive by working toward a more progressive future.

Fostering a culture of inclusion and belonging that truly values individual differences, backgrounds, and perspectives ignites creativity and new ideas – and this is part of what makes our team exceptional. For us, progress is the only goal worth benchmarking.

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