

# TRICOR OPERATIONS MANAGER I

## TRICOR Flooring Plant Turney Center Industrial Complex

Job Class: Non-Preferred

Salary: \$42,810 - \$54,119 Annually

Location: Only, TN



TRICOR  
6185 Cockrill Bend Circle  
Nashville, TN 37209

For more information contact:  
Nikki Turner  
615.741.1779

To apply please send your resume  
and salary requirements to:

[TRICOR.HumanResources@tn.gov](mailto:TRICOR.HumanResources@tn.gov)



*All State of Tennessee  
facilities are smoke free  
environments.*

*The State of Tennessee is  
an equal opportunity, equal  
access, affirmative action  
employer.*

### Job Description:

The Operations Manager 1 will provide strong and dynamic leadership to TRICOR's manufacturing operation, be committed to fostering quality and excellence in customer satisfaction, trust and respect for all employees, offender workers, private sector partners and correctional facility wardens. Reporting to the Operations Manager 3, this position will direct the TRICOR/Private Sector Joint Venture program in a correctional setting for a two shift operation and will be accountable for managing the activities in a manner consistent with TRICOR's guidelines. The Operations Manager 1 will be held accountable for safety, environment, service and budget results that are consistent with annual targets and TRICOR corporate objectives.

### Primary Responsibilities:

- Function as liaison with the private sector contractor, local TDOC personnel and TRICOR administration in the operation of a major prison industry facility for the private sector.
- Directs the day to day plant operations to include safety compliance, time and attendance, production scheduling, chemical and tool control.
- Responsible for timely submission of accurate operation data to agency personnel and accounting sections.
- Coordinates with contractor to ensure production flow is uninterrupted on a multi-shift schedule.
- Prepares necessary reports of wages paid, inmates worked, hours worked, production and costs associated with revenue program.
- Monitoring staff performance, development and compliance to all policies and codes.
- Ensures contractor performs production work in accordance with contractual terms and conditions.
- Demonstrate the ability to coach and give appropriate, firm and fair guidance to offender workers.
- Works in a collaborative effort with TDOC's job coordinator to recruit, hire, discipline and terminate offenders for the flooring plant vacancies in this private sector program.
- Some travel, weekend and overtime work may be necessary.
- Performs any other duties as assigned by supervisor.

### Education, Experience and Qualities:

- Bachelor's Degree and 5 years supervisory experience in a manufacturing environment preferred.
- Ability to manage multiple product lines is a plus.
- Proficiency in Microsoft Office software required.
- Minimum of 3 years correctional experience is preferred.

### Key Competencies:

Time Management, Self-Starter, Critical Thinking, Decision Making, Process Management, Team Oriented, Detail Oriented, Results Oriented, Customer Focus, Verbal/Written Communication, Presentation Skills, Problem Solving and Active Listening.

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## State of Tennessee Benefits

Health Insurance	401K & Retirement Pension Plans
Dental Insurance	Textbook Reimbursement
Vision Insurance	Continuing Education Discounts
Incentive Plan (subject to plan criteria)	Employee Learning & Development
Flexible Spending Accounts	Life Insurance

For more information regarding health options you may visit:  
<http://www.partnersforhealthtn.gov/>

For State of Tennessee pension plan:  
<http://treasury.tn.gov/tcrs/PDFs/hybridplan.pdf>

For Deferred Compensation – 401K:  
<http://treasury.tn.gov/dc/>

TRICOR exists to provide occupational and life skills training for Tennessee's incarcerated population through job training, program opportunities, and transitional services designed to assist Offenders with a successful reintegration into society. TRICOR operates multiple businesses ranging from data entry and printing to agriculture and manufacturing. TRICOR offers Tennessee's state, county and local government's quality goods and services and competitive pricing.

TRICOR transforms lives on a daily basis.  
TRICOR designs programs to make an impact on the lives of offenders and prepare them for success after release.



TRICOR is committed to continuous performance improvement, which enhances the impact it has on the offender workforce by making them a critical part of a team driven by internationally-recognized high performance standards. To accomplish this, TRICOR uses the Malcolm Baldrige Framework and participates in the Tennessee Center of Performance Excellence (TNCPE) process. TNCPE, a non-profit organization dedicated to making Tennessee a better place to live and work through use of the national Baldrige Excellence Framework, has provided TRICOR with the tools and development necessary to move our organization toward best in class status. Our involvement has not only strengthened our business and program operations, but is providing our offender workforce the opportunity to work and develop their skills in an environment, which prepares them to achieve self-sufficiency once released from prison.