

204 Mississippi Avenue
 Red Wing, MN 55066
 651-388-7108
 Fax: 651-388-9223

ProAct, Inc.
 3195 Neil Armstrong Blvd
 Eagan, MN 55121
 651-686-0405 Fax: 651-686-0312

224 Main Street
 Zumbrota, MN 55992
 507-732-7888
 Fax: 507-732-4085

Job Posting

Position Site/location	Assistant Production Supervisor – Red Wing
Requirements:	<p>*High School diploma or general education degree (GED) with further training in production preferred. Three to six months related experience and/or training; or equivalent combination of education and experience.</p> <p>*Must possess excellent written and oral communication skills.</p> <p>*Must pass DHS background study.</p> <p>*Must possess valid driver’s license with acceptable driving record; must be insurable at non-risk rates.</p> <p>*Must be able to lift and/or move up to 50 lbs.</p> <p>*Must be able to obtain forklift driver certification.</p>
Job Description:	Assists job supervisor with job set-up, pod set-up, quality control and staff and client scheduling.
Hours:	7:00 a.m.– 4:00 p.m. Monday – Thursday 7:00 a.m. – 1:30 p.m. - Friday
Pay Scale:	\$12.10/hour - \$15.50/hour
Benefits:	PTO Medical/Dental/Life/LTD 401(k) Plan
