



## **Corporate Business Analyst – Manitowoc, WI**

### **GENERAL SUMMARY:**

Responsible for assisting the Sr. Vice President of Operations in the areas of budgeting, data collection, research and analysis, and preparation of department reports.

### **PRINCIPLE DUTIES AND RESPONSIBILITIES:**

- Assist Sr. V.P. of Operations in various day-to-day activities.
- Participate in and attend various industry functions as Lakeside's representation.
- Lead Operations budgeting process to ensure timelines are met, information is communicated effectively, and data is accurate to present to the Sr. Vice President of Operations.
- Participate in Sales and Operations meetings.
- Participate in the execution of Strategic Plan initiatives and goals.
- Participate in Capital Plan discussions and execution. Analyze and review Capital Projects to determine if payback projections are met.
- Prepare and/or assist in obtaining cost proposals and obtaining necessary quotes for Capital Projects.
- Collect, analyze and prepare information necessary in determining specific cost savings projects being planned or proposed.
- Collect analyze, prepare and report on information submitted by the Director of the Western Region and the V.P. of Operations to Sr. Vice President of Operations where applicable.
- Identify and report on key indicators that track plant performance.
- Supervise the maintenance of filing and record keeping systems.
- Accurate preparation and distribution of operations management reports.
- Attend and represent the Operations Department in meetings at the Corporate Office when necessary.
- Lead project teams where applicable
- Gather intelligence, track and report on commodity markets that affect our costs. (ie. field corn market, salt, sugar, resin, paper, corrugate, etc.)

### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED**

- A four-year college degree.
- Three years of experience, with knowledge of operations management is desired but not essential
- Ability to work closely with other departments.

## **TEAMWORK AT LAKESIDE (TAL):**

- Through individual and team efforts, enthusiastically work toward the continuous improvement of his/her job, work area, department and Lakeside as a whole. Fully participate in TAL by "living" Lakeside's Standards of Conduct and being an active member of operational and project teams. By action and work, clearly and visibly demonstrate the spirit of teamwork, cooperation and respect for others in all business transactions and exchanges.
- Proactively create an environment that clearly and sincerely encourages the spirit of TAL in all areas of responsibility.

## **WORK ENVIRONMENT:**

- Travel is required for this position.
- The Company will supply good working conditions to the individual that are conducive to all employees. This includes a non-smoking environment.

### **Interested applicants should contact:**

Lakeside Foods, Inc.  
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808 Hamilton St  
P.O. Box 1327  
Manitowoc, WI 54220  
or e-mail: [lakeside@lakesidefoods.com](mailto:lakeside@lakesidefoods.com)

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