

JOB DESCRIPTION

Production Supervisor Intern

Department: Production

Duration: 6 months, with potential for full-time hire upon successful completion

Reports to: Production Manager (PM)

Working Hours: Six (6) days per week, not exceeding the maximum hours prescribed under the Employment Act (Cap. 226, Laws of Kenya)

I. Position Summary

As a Production Supervisor Intern, you will be immersed in our greenhouse operations under close mentorship by the PM. After three months, you will undertake a proficiency test — your performance and demonstrated learning will determine whether your internship is extended for the full six months. At the end of six months, a second assessment will decide your eligibility for a permanent Production Supervisor position.

II. Key Responsibilities

All "Assist & Learn" activities are performed under supervision.

- **Team Support & Scheduling:** Help maintain muster rolls, track attendance, and assist in planning leave and cover.
- **Training & Development:** Participate in — and eventually co-deliver — training on crop husbandry, pest/disease identification, and SOPs; maintain your personal training log.
- **Operational Assistance:** Execute weekly work plans: planting, bending, de-suckering, bud removal, harvesting, loss counting, and clearance.
- **Quality & IPM Exposure:** Assist with 100% stem inspections for FCM and quality; support IPM scouting and bio-control routines.
- **Hygiene & Equipment Maintenance:** Help maintain greenhouse cleanliness; track and return tools and PPE, reporting any issues.
- **Cross-Department Coordination:** Shadow Ferti-irrigation, maintenance, and post-harvest briefings; assist in raising job cards.
- **Reporting & Communication:** Draft daily climate and activity logs; present a weekly "Lessons Learned" summary to the APM (Assistant Production Manager).
- **3-Month Proficiency Review:** Prepare for and complete a mid-internship test of core skills and knowledge; strong effort and learning progress are critical for extension to six months.

III. Learning Objectives

By the end of this internship you will be able to:

1. Plan & Execute greenhouse workflows independently.
2. Monitor & Adjust climate control and irrigation systems.
3. Perform Quality Checks to company standards.
4. Apply IPM Principles from scouting through bio-control.
5. Communicate & Report operational data clearly.

IV. Key Performance Indicators

Area	Indicator
Training Progress	% of core procedures learnt; proficiency in mid-term test
Operational Accuracy	Error rate in task execution (e.g., planting, loss counts)
Quality Compliance	% of stems passing FCM/quality checks
Attendance & Punctuality of Team	Days present; on-time starts; proper break adherence
Reporting	Timeliness and accuracy of daily/weekly reports

V. Qualifications & Experience

Minimum Criteria to Apply

- **KCSE Grade:** Minimum overall grade of B (Plain) or higher.
- **Degree:** Upper Second Class Honours (2:1) or higher in a BSc. degree related to Horticulture, Agronomy, Plant Science, or a closely related field.
- **Institution:** Degree must be from one of the following recognised universities:
 - Egerton University
 - Jomo Kenyatta University of Agriculture and Technology (JKUAT)
 - University of Nairobi (UoN)
 - Kenyatta University (KU)
 - Moi University

Additional Qualifications & Skills

- **Desirable:** Demonstrated strength in Mathematics and Computer skills is a significant advantage.
- **Technical Knowledge:** Basic understanding of greenhouse operations and hydroponics.
- **Soft Skills:** Strong initiative, willingness to learn, and ability to follow procedures.
- **Communication:** Good English communication skills (spoken and written).
- **Other:**
 - Full-time commitment for six months.
 - Eligible to work in Kenya.

VI. Pathway to Permanent Role

- **Mid-Program Review (3 months):** Pass a practical and theoretical test to continue to month six.
- **Final Assessment (6 months):** Successful completion of the end-of-program test may qualify you for a full-time Production Supervisor position. Performance and effort throughout the internship are key to your success.

How to Apply: Interested candidates should send their applications by **15th July 2026** to: jobs@redlandsroses.co.ke