Dental laboratory managing supervisor

Job ID
49491

Jon & Jay Dental Laboratory Ltd.

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LOCATION	DATE POSTED	EXPIRY DATE	
#215-7136 11St. NE, Calgary, AB | Alberta	24-03-2026	19-03-2027	
TYPE OF JOB	**SALARY**	**MIN. EXPERIENCE**	**MIN. EDUCATION**
Full Time	CAD 55.36	2 years to less than 3 years	College/CEGEP

Job Details

Position: Dental laboratory managing supervisor

Wage:$55.36 hourly / 30 to 40 hours per Week

Job duties:
1. Direct the daily workflow of all dental technicians, assign cases based on each technician's skill level and specialization, monitor progress throughout production, and conduct regular performance reviews to ensure every team member meets the laboratory's productivity and quality expectations;
2. Coordinate the end to end flow of dental cases from prescription intake through to final delivery, liaising between incoming orders, production departments, and dispatch to ensure seamless case progression without delays or miscommunication;
3. Inspect all completed dental restorations including crowns, bridges, dentures, implant prosthetics, and orthodontic appliances before they leave the laboratory, verifying that each case meets the prescribing dentist's specifications as well as the laboratory's clinical and aesthetic standards;
4. Plan and coordinate daily and weekly production schedules across all technicians and workstations, balance workloads to maximize efficiency, and proactively identify and resolve bottlenecks to ensure consistent on time case delivery;
5. Design and deliver structured training programs for new and existing dental technicians covering advanced fabrication techniques, material applications, and laboratory protocols, and serve as the primary technical mentor to continuously elevate the team's skill level
6. Serve as the key technical coordinator between the laboratory and its dental clients, managing case prescriptions, communicating production timelines, providing technical guidance on complex restorations, and resolving any clinical concerns or remake requests professionally and efficiently;
7. Ensure the laboratory operates in full compliance with provincial health regulations, WorkSafe standards, infection control protocols, and dental laboratory licensing requirements, and conduct regular safety audits to maintain a compliant and safe working environment;
8. Coordinate the ordering and inventory of all laboratory materials to prevent shortages, liaise with suppliers to maintain cost effective procurement, and oversee routine maintenance and calibration of laboratory equipment to minimize downtime;
9. Develop, document, and update laboratory standard operating procedures to standardize best practices across all

production departments, ensuring all technicians consistently follow established protocols to maintain uniformity and quality in every case produced;
10. Monitor key performance indicators such as turnaround times, remake rates, and technician productivity, prepare regular performance reports for laboratory management, coordinate team meetings to address operational issues, and support recruitment and on-boarding of new laboratory staff

Terms of employment:
Permanent, Full time

Business Location:
#215-7136 11St. NE Calgary, AB T2E 4Y9

Requirements
- College/CEGEP or equivalent experience
- 2~3 years of experience in dental laboratory or healthcare service operations is required.
Managerial experience is an asset

Language:
English

How to Apply
- By eMail : jonandjaydentallab@gmail.com
- By Mail : #215-7136 11St. NE Calgary, AB T2E 4Y9

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