

## **Career Opportunity - Maintenance Manager**

The Maintenance Manager is responsible for all plant maintenance including facilities, utilities and operations to reduce downtime and assure peak plant efficiencies. Will direct all capital engineering design and projects to completion and work with appropriate vendors. This position will also have direct responsibility for the Maintenance team and their performance, assisted by the maintenance supervisor.

If you're selected for our team we expect you to:

**Lead by example:** Leaders are more than people who delegate responsibility; they are also an avenue for change and improvement. You will keep production running by using your leadership role to guide and mentor employees to achieve success in a continually changing environment.

**Have an immediate impact:** Your skill and knowledge in problem solving, manufacturing processes and innovation will empower you to make improvements and grow our production to satisfy our valued customers.

### **Maintenance Manager Job Responsibilities include:**

- Prepare and operate within established maintenance operating budget and monitor departmental expenditures.
- Assists with planning and cost estimates for annual and longer term capital budgets.
- Responsible for executing the capital plan to include all engineering design and project management, working with both internal and external resources.
- Be acquainted with environmental regulations and ensure compliance with all operational permits. Directs all aspects of building operations including maintenance, repairs, and renovations.
- Establishes criteria for assessing the quality of work performed by employees and contractors.
- Supervises the completion of work through review of reports, frequent site inspections and conferences with operations and vendors regarding electrical & plumbing equipment, HVAC systems, electric motors, ventilating fans, air conditioning and electrical control units.
- Investigates the condition of buildings, equipment and grounds, and recommends improvements in the facilities to ensure that needs are met.
- Broad knowledge & experience in project management & facilities administration with demonstrated ability to manage projects and personnel.
- Ability to interact with all levels of the organization.
- Excellent written and verbal communication skills along with superb time management and project scheduling skills.

- Must have a proven track record of successfully managing the construction of large, complex projects.
- Comprehensive information on construction processes, trade practices, standards, building codes & regulations.
- Excellent administrative and follow up skills to achieve successful maintenance and repair programs.
- Ability to lead teams and achieve results through resources.

**Maintenance Manager Requirements:**

Bachelor's degree in Industrial Engineering or related technical field preferred.

- Minimum five years experience in food plant maintenance.
- Must be computer literate; experienced in using computer software applications such as CADD, Microsoft Excel, Word, PowerPoint, MS Project Management, etc.
- Must have complete understanding of PLC and logic controls for high speed operating equipment.
- Prior experience using production environment SAP a plus.
- Basic accounting knowledge required.
- An equivalent combination of education and experience may be substituted for the stated requirements.

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