

# Maintenance Manager

## Essential Duties and Responsibilities

- Provide leadership/supervision and coordination of the Maintenance function and team. Assign tasks, allocate resources, develop/implement scheduling priority process.
- Develop and maintain Preventative Maintenance program for all equipment and facility.
- Work with appropriate personnel in establishing and maintaining an appropriate spare parts inventory/supply chain for plant equipment to maintain a 24/7 operation.
- Work with Safety Coordinator to develop and improve safety programs and training within the maintenance department.
- Coordinate and develop skill growth opportunities for direct reports.
- Maintain a "Service Mentality" when working with all employees.
- Comply with the Company's quality management system requirements.
- Follow & enforce all company policies.
- Provide support for the Company Apprenticeship Program.
- Perform miscellaneous duties as assigned.

## Work Environment

This position is in a plant environment which includes frequent exposure to heat, noise, moving mechanical parts and forklift traffic.

## Requirements

### Education and/or Experience

- Minimum 8 years Maintenance experience or incremental growth in a Supervisory or Plant Engineering experience desired.
- Mechanical & electrical experience (hydraulic, pneumatic).
- Foundry or Large equipment knowledge preferred.

### Knowledge, Skills and Abilities

- Demonstrated analytical problem solving/decision making skills.
- Possess comprehensive knowledge OSHA regulations.
- Champion of safety and quality incentives.
- Facilitate team building, problem solving and conflict resolution within the team.
- Possess communication skills, both verbal and written.
- Capacity to multi-task in a fast pace working environment.
- Computer proficiency.