

MAINTENANCE MANAGER

Job Title: Maintenance Manager
Department: Manufacturing
Reports To: Manufacturing Engineering Manager
Location: Dyersville, IA

SUMMARY

Maintenance Manager position is responsible for providing expertise and leadership to the technical and maintenance functions.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manage and lead the Facilities and Equipment Maintenance Program in accordance with accepted maintenance practices (TPM-Total Productive Maintenance).
- Teaches, mentors and coaches all team members on TPM processes and practices.
- Manage and facilitate the maintenance overhead budget and inventory.
- Manage and support engineering projects and improvements within capital and expense programs.
- Mentoring, training and developing of the maintenance crew personnel.
- Maintain the facility and its operation to comply with all regulatory issues.
- Facilitate, lead and support Process Improvement activities in maintenance and cross-functional department teams.
- Travel as necessary
- Perform other duties as assigned

QUALIFICATIONS

The requirements listed below are respective to the knowledge, skill, and/or ability required. Reasonable accommodations may be necessary to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE

A 2 to 4 year technical or Bachelor's degree with 5-10 years' experience in a maintenance manufacturing environment; or the equivalent combination of education and experience. Understanding of maintenance processes on various manufacturing and facility support equipment to include preventive, predictive, and reliability maintenance programs. Understands the relationships of the 8 pillars of TPM and has knowledge/experience in deployment. Understanding of Safety and Environmental rules and systems. Understanding and knowledge of PLC's and PLC troubleshooting. Inventory management and control. Ability to prioritize and organize work assignments. Attention to details. Ability to analyze data. Ability to achieve results in a fast-paced environment. Proficiency in MS Office software / Computerized maintenance software.

LEADERSHIP SKILLS

Ability to communicate and provide constructive feedback in a positive nature at all levels of the organization regarding performance and objectives. Ability to lead, mentor and delegate by providing management and employees with clear direction. Ability to take direction from Officers and display a positive "can-do" attitude, strong work ethic and utilizing strong problem-solving skills.

LANGUAGE SKILLS

Ability to communicate throughout the organization in written and verbal form. Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and technical manuals. Ability to effectively present information and respond to questions from groups of managers, clients, and customers.

MATHEMATICAL SKILLS

Higher math skill required – geometry, trigonometry, calculus, etc. Ability to work with mathematical concepts, such as probability statistical inference. Ability to apply simple math concepts, such as fractions, percentages ratios, and proportions to practical situations. Ability to use key analytical metrics to drive manufacturing improvements.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Ability to work for extended periods of time at a workstation on a computer.

While performing the duties of this job, the employee is frequently required to sit; use hands to finger, handle, or feel; and talk and hear. The employee is required to stand, walk, and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the employee is frequently exposed to wet and/or humid conditions; high precarious places; Light industrial work environment – heated but not air conditioned. Personal protective equipment (PPE) must be worn as required.