

Job Title: Plant Maintenance Supervisor
Department: Maintenance / Floresville, TX
Revision Date: 02/28/2019



## Position Overview

Maintenance Supervisor is experienced in troubleshooting and repair of industrial electrical systems and machinery controls. This position will oversee the day-to-day maintenance activities of all manufacturing machinery and equipment as well as the maintenance related to the plant property. This position will provide supervision of maintenance department staff in addition to working with supervisors and employees from the production and engineering departments. This position must communicate with and provide leadership to employees on other shifts so as to complete projects in a timely manner. Furthermore, this position is responsible for performing emergency maintenance on production equipment to ensure minimal down time. He/she will provide leadership, direction, and control over all related functions in compliance with corporate, plant, and department policies and objectives.

## Position Responsibilities

Key duties of this position include, but are not limited to:

- Prioritize maintenance related repair calls; communicate delays or complications, clearly define repair requirements, and maintain inventory of replacement parts.
- Startup and shutdown of all equipment involved in the mining and production process.
- Provide technical leadership, expertise and hands-on support for mining equipment and industrial electrical systems (3 phase 480/240/208 and single phase 120/low voltage) and machine process (PLC) controls.
- Communicate current issues to plant personnel (e.g., personnel productivity, cost reduction, safety, machine reliability and efficiency).
- Ensure the Maintenance Department complies with all safety-related requirements and policies.
- Read and develop blueprints, wiring diagrams, schematic drawings and engineering instructions for instrumentation and automation projects.
- Maintain cleanliness and organization of all maintenance areas.
- Team development and training of maintenance technicians in the areas of safety, troubleshooting skills, work practices, etc.
- Ability to troubleshoot and repair machines, equipment, fixtures, air, plumbing, hydraulic, pneumatic, electrical and mechanical systems.
- Troubleshooting and repair of electrical equipment (lighting, motors, MCC panels, overload protection devices, etc.) and systems programming PLC systems, with emphasis on Allen-Bradley systems.
- Manage Computerized Maintenance Management Software (CMMS) System

## Qualifications

- Journeyman electrician or Master electrician
- Maintenance leadership experience in a mining/production setting.
- Experienced in safety-related practices and OSHA/MSHA compliance requirements in areas such as Lockout-Tagout, Electrical Safety, Arc Flash Hazards, Fall Protection, Hazard Communication, etc.
- Highly disciplined and motivated self-starter with excellent communication (verbal and written) skills, analytical and problem-solving skills, and a strong work ethic.
- Well-rounded in working with PLC software and hardware with an ability to maintain the plant, optimize production, and maintain or improve machine reliability and efficiency.
- Work extended work schedules, including weekends and overtime as needed.
- Familiar with predictive maintenance and continuous improvement concepts.
- Effectively work with mechanical and process engineers to implement new electrical control systems and provide direction and training for the mechanics and technicians supporting the mining equipment.

- Mobile equipment operation skills

#### **Additional Requirements**

- Pass toxicity test
- Medical clearance to wear respiratory protection
- Team-oriented, effective communicator (verbal and written), able to offer technical expertise and guidance, and have the ability and willingness to build rapport with team members and external agencies
- Ability to manage multiple tasks and set priorities appropriately
- Willingness to further training or education, if requested
- Current computer applications knowledge, including word processing and spreadsheets

\*\*The above list is not an all-inclusive of duties and/or requirements. You will be expected to perform various tasks as required by the company, customer, or external agencies. As business objectives change, so to may the required job responsibilities.