# Job Title: Maintenance Supervisor

FLSA: Salary

Manager: Plant Manager

**Position Duties:**

**To supervise the maintenance team in safety and effiecny and be capable of performing each job you would ask them to do.**

* Install, maintain, analyze and repair malfunctions on all plant industrial equipment including (but not limited to) sheer, brake press, Whitney, drill, saw, cope, grinder, welding equipment, cutting torch, plasma burner, fork lift, crane, and jib boom
* Identify and repair malfunctions on production facility and equipment including (but not limited to) electrical, plumbing, heating, air conditioning.
* Clean and paint plant and office areas and equipment as required
* Utilize and maintain Preventive Maintenance programs and provide feedback on the avoidance of malfunctions in equipment
* Participate in the planning, scheduling and prioritization of maintenance activities
* Complete administrative responsibilities accurately and on a timely basis
* Participate in requisition maintenance parts and supplies, providing recommendations for appropriate materials
* Train and direct maintenance technicians when required.
* Any other duties assigned by Manager

**Qualifications:**

* *Educational*: High School degree or equivalent necessary; technical school, military or junior college maintenance education preferred
* *Experience*: Minimum of 3 years’ experience in a supervisory role
* *Experience in* the diagnosis and repair of manufacturing equipment including hydraulic, pneumatic, PLC, welding systems,

electrical systems, and electronics in a production environment.

* *Skills*: Demonstrated ability to diagnose and repair equipment malfunctions on sheer, brake press, Whitney, drill, saw, cope, and grinder.
* Demonstrated ability to read and understand blueprints, schematics, and operating instructions.
* Ability to set up and operate production equipment including lathe, grinder, drill, sheer, brake press, cutting torch, welding equipment.
* Ability to diagnose and repair malfunctions on motorized and battery powered material handling equipment including fork lift, crane, and jib boom.
* Ability to identify and repair malfunctions on electronic circuit boards.
* Ability to operate and maintain required environmental systems and responding programs

**Environmental Conditions:**

* Inside/Outside: 95% inside, 5% outside
* Temperature: Dependent on weather, minimal heating, no air conditioning
* Humidity: Dependent on weather
* Noise or Vibration: Up to 95 db; personal protective equipment required
* Hazards:
* Finger/Hand - Cuts, abrasions & burns (PPE: Cotton gloves)
* Foot - Crush & contusion (PPE: meta tarsal’s shoes)
* Eye - Foreign objects, flash burn (PPE: Safety glasses, welding hood when exposed)
* Face - Burns, metal fragments (PPE: welding hood or grinding shield when exposed)
* Hearing - Exposure to > 90 db (PPE: hearing protection)
* Falling - Harness or lift equipment

**Physical Requirements (Percentage of normal work day)**

* Walking/Standing 100%
* Bending/Stooping 50%
* Kneeling 50%
* Climbing 0-10%
* Lifting (> 10 lbs) 40-50%
* Lifting (> 40 lbs) 10-20%
* Pulling 10-20%
* Visual Acuity 100% (corrected or uncorrected)
* Hearing Acuity 100% (corrected or uncorrected)
* Color vision acuity 50%

**Physical Qualifications:**

Physical capabilities to lift up to 50 lbs, bend, climb stairs, and operate with appropriate

safety equipment at heights up to 50 feet.