



JOB TITLE: Maintenance Team Leader

REPORTS TO: Project Engineer

JOB SUMMARY: This position requires a hands-on leader who is responsible for motivating, developing, and organizing a team of 4-5 maintenance employees. You and your team will perform equipment repair, preventative maintenance, and facility maintenance while striving to create consistent, standard approaches and achieve maximum production results.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Direct and support the day to day activities of the maintenance team
- Proactively troubleshoot mechanical breakdowns and repair problems
- Follow up on project and PM work to ensure work is done correctly and timely
- Identify repetitive line problems and work with the machine operators, maintenance staff and Project Engineer to solve
- Collaborate with Project Engineer and maintenance employees to understand and communicate priorities
- Maintain proactive communication with other departments, management and employees
- Seek continuous improvement in the production lines and minimize machinery down times
- Train and cross-train maintenance employees in performing a wide range of repairs and skills
- Implement the use of problem solving and troubleshooting with maintenance employees and operators
- Focus on building teamwork among the maintenance group
- Working with the Project Engineer evaluate current staff skills compared to company needs
- Coordinate appropriate parts and supplies inventory levels
- Maintain good housekeeping conditions and ensure employee conformance to safety, GMP, sanitation and food safety rules and regulations
- Report any problems and or concerns that may impact the efficiency of production and employee or food safety
- Responsible for following and enforcing procedures outlined in the Food Safety Plan and any other programs that support the SQF system

POSITION REQUIREMENTS

- Hands on knowledge of electrical, AC/DC motor controls, PLC troubleshooting, pneumatics, hydraulics, conveyors, and packaging equipment
- Ability to apply and conduct good root cause analysis and troubleshooting techniques
- Experience in preventative maintenance programs
- Willingness to lead, take charge, and offer opinions and direction
- Must be able to read and write English, ability to speak Spanish is a plus
- Comfortable with computers and experienced in Microsoft Office suite
- Experience developing and implementing process improvement initiatives
- Read, analyze and interpret technical procedures, electrical schematics, service manuals and work orders

PREFERRED QUALIFICATIONS & SKILLS

- Minimum of 2 years industrial maintenance manufacturing experience
- Minimum of 1-year supervisory experience
- Team supervision/leadership/development/training skills
- Experience in the food processing industry
- Experience with food safety programs is a big plus (SQF, BRC, etc.)
- Knowledge of safety regulations and OSHA compliance
- Comfortable communicating and operating within a diverse workforce
- Electrical – better than average troubleshooting knowledge of 3 phase 208/480VAC, control circuits of 110VAC and 24DC, AB PLCs
- Working knowledge of Welding – TIG, MIG and stick
- Experience with cutting torch, band saw, grinder, plasma cutter
- Fabricating – able to fabricate simple guards, covers, catch pans, etc.
- Drilling/ Milling – knowledge of use: power drills, mill press, mill and lathe machines