

Position Title: Maintenance Manager
Department: Maintenance
Reports to: Director of Operations

Job Summary

The team member directly oversees and is responsible for all aspects of maintenance including management of applicable outside contractors, budget management, and project management.

Duties & Responsibilities

Essential

- Oversee the work of the entire maintenance department
- Ensure that all plant equipment is functioning at acceptable levels to ensure line efficiencies and product quality
- Manage maintenance department budgeting, employees schedule and expenditures
- Acts as project manager on all capital expenditure projects
- Correlate outside contractor services and ensure that contractors are only used when necessary
- Evaluate supplies and vendors to cost effectively maintain sufficient, necessary materials
- Ensure proper staffing levels and skill mix of team
- Analyze process and flows and make recommendations on improvements
- Develop cost saving adjustments and improvements for operation
- Troubleshoot maintenance issues on a daily basis and ensure that adjustments are executed
- Enforce safety regulations
- Able to train staff while doing hands on the job.
- Ensure that preventative maintenance program is implemented and followed
- Able to lift 50 pounds.

Additional

- Miscellaneous tasks as assigned by Plant Manager or CEO
- Maintain good personal hygiene, follow GMP's and keep a clean, safe and sanitary work place. Immediately report any situation that may cause product to be contaminated.
- Display to the Guard your DFF-issued photo ID whenever entering the premises. Report the loss of this ID card to the supervisor. Do not give your ID card to any other individual. Immediately report to the supervisor any suspicious activity by employees or visitors.

Supervision of Others

- This position directly supervises the maintenance department (supervisors and technicians)

Licenses, Permits, Certifications Required OR THE CAPABILITY TO OBTAIN ONE:

- Forklift certification
- Hazwoper 24 certification
- Valid Driver's License

Knowledge, Skills & Abilities Essential

- 5+ years of experience as a Manufacturing Plant Maintenance Manager or relevant experience will be accepted in lieu of education degree.
- 5+ years experience in PM / Preventive Maintenance a must
- Excellent verbal and written skills.
- Ability to motivate team efforts to accomplish goals.
- Well organized and able to manage and prioritize multiple projects simultaneously.
- Good PC skills in MS Office and database management.
- Knowledge of food industry regulations, understands and is compliant with GMP standards.
- Able to perform the essential duties and responsibilities with efficiency and accuracy.
- Able to travel to all areas of the plant efficiently, including climbing stairs.
- Must be able to work effectively and safely in a wet and hot/cold environment

Interested candidates should send their resume to hr@df-foods.com