

Maintenance Manager

Feb. 21, 2013 - Mar. 07, 2013

Location: Charlton, MA

Exempt/Non-Exempt: Exempt

Benefits: YES

Employment Type: Full Time

Department: Whitewater

Duties: Manager for all aspects of the maintenance department. Develops and manages maintenance strategies, manages preventive, predictive and corrective maintenance programs. Establishes maintenance schedules and job planning effort. Ensures that machines, equipment, tooling and other accessories are properly maintained and in top working condition. Assists in diagnosing and evaluating complex equipment and process failures. Ensures that maintenance resources are being utilized to achieve project objectives. Recommends and provides input for salary and job change actions. Works with health, safety and environmental (HSE) and training team to ensure that all personnel receive safety and process training. Coaches and counsels team to improve technical skills and interpersonal and problem resolution skills. Works to identify and provide opportunities for team to learn new skills and techniques. Runs the Computerized Maintenance Management System (CMMS) and Asset Management (AM) programs. Prepares work orders either manually or from a CMMS system as required and develops maintenance related reports, procurement requisitions, charts, graphs and data submittal requirements in an accurate and timely manner. Ensures that consistent maintenance and quality assurance procedures are followed in all assigned areas and shifts. Ensures that uniform recordkeeping is performed department wide. Manages maintenance inventory, procurement and cost controls. Coordinates work with operational staff and assists in capacity management. Negotiates contracts with external vendors. Provides leadership in achieving safety goals. Proactively manages HSE issues and ensures compliance with Federal and State standards. Ensures that issues are identified, addressed, and that risks are eliminated in a timely manner.

Qualifications: Degree in related field (Civil, Mechanical, or Electrical Engineering) or equivalent related experience. Technical/trade school or licensing (plumbing, welding, electrician, HVAC, etc.) a plus. At least 7 years' work experience in various positions within the water and wastewater industry environment with knowledge of methods, principles and practices of operating, maintaining and repairing water and wastewater treatment plant equipment, instrumentation and associated systems. Experience with pumps, motor, hydraulics, compressed air, electronics (VFD's, PLC's, etc.), high speed rotational equipment, solids processing, and conveying equipment. A minimum of 3 years' Lead or Supervisory experience required with understanding of human relations, training, performance evaluation and health and safety. Must demonstrate effective skills in troubleshooting, problem solving, and team building. Must have general knowledge of budget preparation and understanding of cost control. Demonstrated good verbal communications and interpersonal skills in order to interface with and motivate all levels of personnel. Demonstrated ability to prepare accurate, timely, effective, complete, and easily understood written communications and reports. Proficiency in the care and use of all site specific, facility required personal protection equipment. PC skills and knowledge of word processing, spreadsheet and presentation software for preparing work related reports, charts, graphs and data submittal requirements. Ability to use computer systems for preparing work orders and purchasing requisitions. (CMMS Software)

All applications and resumes must be submitted through our application site:

<http://rhwhite.iapplicants.com>

