

Position Description

Position: Location: Incumbent: Reports To: **Plant Engineering Manager** Brantford/Paris

TBD VP, Manufacturing

Purpose:

This position is responsible for the overall management and co-ordination of engineering activities, facilities and equipment maintenance including budget preparation and control, preventative maintenance programs, equipment and process improvements and new equipment installations. The success of the incumbent is measured by gross profit contribution through budgetary control, equipment reliability, downtime reduction and the ability to grow efficient output

Responsibilities:

- Responsible for the direct supervision of maintenance group leaders, and the activities of maintenance teams; including maintenance processes and procedures, new installations and equipment improvements
- > Direct management and mentoring of Engineering Staff
- > Directs the function of facilities maintenance in all plants
- Responsible for continuous improvement of plant machinery
- Responsible to prepare and submit the annual operating budget for maintenance activities, equipment and building requirements
- Determines staffing levels for maintenance activities and manages the human resources in the plant for that staff, including personnel recommendations, performance and wage/salary reviews
- Responsible for insuring the highest level of staff training to support the operating plans
- Maintain a high quality relationship with the plant managers regarding their production schedules and the support required with machinery and potential new capital requirements
- Responsible for the safety of maintenance employees and ensuring that all production equipment is in safe operating condition in conjunction with the safety committee and the company safety representative
- > Participate in the on going management of the organization as required

Experience/Skills/Education:

- > Degree in Engineering or related technical field.
- > Engineering designation is an asset preferably mechanical.

- Minimum of 10 years industrial engineering and manufacturing experience, with five years direct responsibility for plant maintenance and facilities management
- Experience with developing and implementing TPM type maintenance programs including evidence of positive outcome
- Demonstrated performance as high-energy team player, with ability to manage people and administer results
- Excellent interpersonal skills, and ability to effectively manage engineering professionals and trades persons. Ability to use team-building principles to continually improve output and profitability
- > Excellent organizational skills and capability of managing multiple tasks simultaneously
- > Excellent communication skills, both written and oral
- Computer literate and familiar with contemporary software

Health & Safety:

- Conduct all tasks in a safe manner Think Safety First
- Ensure policies and procedures are followed at all times
- Promote a healthy and safe working environment

Signatures:		
Employee:		
Signature		Date
Supervisor/Manager:		
Name (print)	Signature	Date
Human Resources:		
Name (print)	Signature	Date