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# Example of Maintenance Supervisor Job Description

Our innovative and growing company is hiring for a maintenance supervisor. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for maintenance supervisor

* Suggest ways to improve methods, procedures, and work practices
* Manage planned and unplanned maintenance work and job for both daily work and maintenance outages
* Provide input and feedback to the maintenance planner and storeroom personnel to refine/finalize labor, parts, priorities and methods
* Ensure safety, quality, timeliness, cost and thoroughness of work performed
* Respond as first call-in contact for maintenance emergencies
* Support department expense target goals by minimizing maintenance costs without negatively impacting operating results and support efforts to minimize cost for major repair
* Coordinates and oversees the safe execution of daily work by maintenance team
* Complete weekly field audits, providing coaching and mentorship to front line leaders and craft
* Provide answers for technical safety questions or source answers from appropriate support groups (Company HSE, Client HSE)
* Assists the Site HSE Leads with the completion of safety investigations for incidents involving Maintenance team members

## Qualifications for maintenance supervisor

* Knowledge of OSHA required
* The employee must be able to wear all required PPE including, but not limited to wearing safety footwear, gloves, tyvek suits, eye/face shields, and a full face respirator (must pass a pulmonary function test, - respirator physical), as required
* Licensed Electrician (preferred)
* 5+ years’ experience leading a high performance maintenance team
* Advanced knowledge of automated production equipment systems (Fanuc robots)
* Solid understanding of compressed air systems, 3 phase industrial power systems, Programmable Logic Controllers (PLC) and motor control systems and mechanical systems