



Example of Mechanical Foreman Job Description

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Our growing company is looking for a mechanical foreman. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for mechanical foreman

- Provide back-up to other positions as needed
- Prepare numerous written reports and forms, including bad-order forms, car-repair billing forms, and dimensional-loading forms
- May occasionally assist in the daily service of locomotive units (fuel, water, lubricant, and oil)
- Initiates and maintains positive working relationships with client representatives within each facility, other internal and external customers to facilitate project activities, understands current and future customer needs and continually strives to exceed customer expectations
- Adheres to Work Execution Plan expectations, including assigning work in accordance with work management processes and ensures the safe execution of work within the planned and approved scope, job plans, timelines and approved budgets
- Evaluates risks, consequences and impacts of activities on customers and other key individuals what in the business may potentially cause harm to people or property
- Educates and trains employees on the requirement to assess the risks applicable to tasks and required work
- Ensures that employees have the understanding and capability to implement appropriate procedures and/or controls to reduce risk to an acceptable level and that each use any required personal protective equipment (PPE) as required
- Drives productivity through expectation setting, direct feedback and coaching, addressing areas of concern/competence with each team member

Qualifications for mechanical foreman

- Ability to effectively build and lead a productive work group
- Minimum of 3 years' experience in heavy industrial painting environment
- Minimum of 3 years' experience in a senior career role
- Previous railcar mechanical experience is a plus^{***}
- Previous management or leadership experience a plus^{**}
- Five years' experience working at a senior trade's level in underground mining