



Example of Supervisor, Maintenance Job Description

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Our company is looking to fill the role of supervisor, maintenance. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for supervisor, maintenance

- Ensures all crew members follow OSHA guidelines for performing daily work
- Provides recommendations to management regarding operational improvements either in service delivery, substitutes for equipment or supplies which would improve both operational efficiency and operational expenses
- Provides input to configure the maintenance management system (SAP) (such as asset breakdown structure, PM plans, task lists, bill of materials)
- Conducts inspections to determine the need for repair and to estimate repair costs
- Reviews all maintenance issues at the facility
- Assigns and inspects work of maintenance personnel
- Logs, monitors, and controls the dispensing of all tools used in maintenance activities
- May ensure compliance with applicable building codes, state, federal, national standards, corporate policy and other governing authority agents of the facility
- Effectively manages the utilization of planned maintenance hours to maximize machine line efficiency and production volumes
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Qualifications for supervisor, maintenance

- 0-3 years maintenance experience in food manufacturing environment preferred
- 4 year Engineering degree or technical degree required
- PLC programming experience required
- Ability to use sound judgement when information is incomplete or ambiguous
- Knowledge of Warehouse Management Systems (WMS) (Intermediate level, Preferred)