

Job Title: Maintenance Lead

Department: Maintenance

FLSA Status: Nonexempt

Posting Date: 05-26-22

Overall Purpose and Objective of Position:

This position supervises technicians conducting maintenance and repairs of operating equipment for a dry mill ethanol plant. The Maintenance Lead is a “working position” and active participation in maintenance activities is expected. This position is responsible for assisting with the development of reliability-based maintenance strategy, based on preventive and predictive maintenance. The Maintenance Lead will work directly with Maintenance Manager to maximize the efficient utilization of CMMS system. Primary functions are to optimize plant efficiencies by leading, directing and working with a team of plant maintenance technicians to maximize run time by ensuring that the machines and the computer control system for the plant remain in good working order. This position also shares responsibility for complying with all applicable Company standards and government regulations.

Primary Responsibilities/Essential Functions:

- Provides daily guidance and instruction to the maintenance staff conducting repair of operating equipment, including removal, installation, rebuilding, lubrication and cleaning of all equipment associated with the production process
- Predictive and preventive maintenance scheduling which includes holding regular meetings with production personnel to plan / isolate and repair equipment problems in a scheduled down time. and implement and lead a future asset care module
- Execute the site’s continuous improvement capital engineering projects initiated from the site’s DNA level 2/3 action items board, and lead and execute on Kaizen projects as required.
- Maintains equipment information, repair files, and parts data entry up to date.
- Oversees maintenance jobs and projects to be done safely, on time, and with minimum cost.
- Collect and process predictive / reliability data from plants’ equipment to schedule repairs by keeping two-way communications with production personnel and maintenance manager.
- Coordinates with plant operations staff to accomplish all tasks in a timely and safe manner
- Learns plant process and procedures for plant start-up, shut down, cleaning and batching for better understanding of how equipment is utilized
- Maintains good working knowledge of SHE policies, rules and procedures applicable to area of responsibility and ensures all applicable requirements are followed.
- Ensures employees have the required training for the area, jobs and tasks prior to assigning work. Ensures area of responsibility is maintained in orderly and safe manner.
- Promptly reports unsafe working conditions to management and communicates potential hazards to affected employees.
- Promptly reports all incidents to management and conducts incident investigation as soon as practicable; no later than 24 hours from time of incident
- Coordinates all required inspection rounds and recording of all visual damage and mechanical problems
- Ensures orderly shift change by communicating issues and/or ongoing tasks with operations staff and technicians
- Collects records and analyzes production (including downtime) data to optimize efficiencies and product quality.
- Assist with and provide input for annual evaluations of direct reports and providing routine feedback to team members on their and the plant and teams overall performance.
- Provides attendance-tracking information daily.
- Notifies Maintenance Manager of any production or safety problems.

Additional Responsibilities:

- Ensures work area is kept clean and free from safety hazards
- Conducts toolbox maintenance, toolbox safety, benefits, and other meetings as required
- Participates in plant safety, health, and environmental programs.
- Accepts/carries out/completes other duties as assigned

Required Qualifications:

- High School Diploma/GED
- Experience using Microsoft Office Suite of products (Word, Excel, PowerPoint etc...)
- Knowledge of manufacturing processes, procedures and industrial processing machinery
- Knowledge of manufacturing regulatory and safety requirements the facility operates under (*e.g.*, OSHA, EPA, BATF, and NDEQ)
- Knowledge of and ability to operate computer control systems
- Effective communication and interpersonal skills
- Ability to give direction with respect to machine operation/repairs
- Ability to climb stairs and ladders as well as work at extended heights of 175 feet, manage confined space entry, withstand extended periods of walking and standing, and move manufacturing materials, products and equipment of 50 pounds or more, which requires regular bending and lifting.

Preferred Qualifications:

- Associates Degree in Industrial Technology
- Journeyman’s license and/or welding certificate
- 5 years of experience in welding, cutting, gearbox repair, pump alignment, material handling systems, preventative / predictive maintenance, and/or instrument and electrical work in an industrial processing facility or in a machine shop
- 2 years of experience in a direct maintenance supervisory role
- Experience in the ethanol industry
- Strong leadership skills
- Experience with CMMS programs and conducts training and follow up with technicians in the use of these systems

How to Apply:

- Indeed.com

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