

JOB DESCRIPTION

Job Title: Maintenance Supervisor
Reports To: Plant Manager
Status: Salaried Exempt

Summary of Position

Ridewell Corporation is a family-owned suspension system business that is seeking a highly motivated Maintenance Supervisor to provide leadership to our maintenance team in a multi-site welding and assembly operation. This includes oversight in the upkeep, repair, and improvements of property, plant, and equipment. The Maintenance Supervisor will lead team members to perform maintenance work in a manner that improves equipment reliability and ensures employee safety standards are met. The Maintenance Supervisor will assist the Plant Manager in the implementation of organizational objectives, overseeing the scheduling of work, and leading continuous improvement projects.

Major Duties & Responsibilities

- Lead the maintenance team in the resolution of issues impacting productivity and employee safety using work requests, work orders, and training.
- Monitor work requests, work scheduling, and work order completion rates and address outages as they arise.
- Follow-up on work completed, evaluating the timeliness and accuracy of work to address issues as needed.
- Direct further development of spare parts inventory processes, participate in cycle counts, and continuously evaluate inventory levels to ensure critical spare parts are promptly available without excessive quantities.
- Perform and/or ensure routine inspections, preventive maintenance, calibration, functional and operational testing of facility systems and equipment occurs.
- Lead the maintenance team to understand and maintain an audit ready status.
- Ensure regulatory compliance through action plans and effective trainings (OSHA, EPA, DNR, etc.)
- Coordinate maintenance team schedule to support all shifts of production.
- Foster effective working relationships between maintenance and other departments.
- Motivate and mentor team members, maintaining regular visibility on the plant floor and in the maintenance area.
- All other duties as assigned.

Preferred Skills

- Bachelor's degree in Industrial Maintenance.
- Experience troubleshooting and repairing NC equipment.
- Experience with automated equipment and robotics.
- Good general mechanical, plumbing, pneumatics, hydraulics skills.

Minimum Qualifications

- Associates degree in Industrial Maintenance.
- Journeyman electricians license or equivalent.
- 5+ years of experience in a management role.
- Read electrical schematics, and blueprints.
- Computer experience (Microsoft Office, Word, Excel, etc.)
- Experience operating in an ISO quality environment.
- Effectively communicate with leadership, maintenance team members, production team members, vendors, and contractors via email, phone, or one-on-ones.

Physical Requirements

- Ability to lift, push, pull weights up to fifty pounds on occasion.
- Work 10-hour shifts.

- Overhead work.
- Standing/walking on concrete floors for lengthy periods.
- Bending and kneeling on a regular basis.

Performance Measures

- Quality of work.
- Equipment uptime.
- Adherence to deadlines/goals.
- Contributions toward continuous improvements of work processes and equipment.
- Attendance.

Working Conditions

- Indoor/outdoor work, light manufacturing environment, union facility, in a collaborative environment with ear, eye, and foot protection required.