

### **Job Description**

McCain Foods (Canada) has an immediate opening for a Maintenance Manager in our Carberry, Manitoba Facility. The basic purpose of this position is to effectively plan, organize, lead, and control the engineering / maintenance department of the Carberry Plant.

**REPORTS TO:** Plant Manager, or other as designated by the Company

### **JOB SUMMARY:**

The basic purpose of this position is to effectively plan, organize, lead, and control the engineering / maintenance department of the Carberry Plant.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Ensure that the factory operates at the highest possible efficiency at the lowest cost, by being a leader the sustainable cost advantage strategy, and proper selection, installation, maintenance, and modification of all equipment/machinery.
- Direct maintenance of equipment and plant infrastructure to meet production requirements and minimize downtime.
- Develop and execute capital projects to meet schedules and budgets.
- Lead continuous technical improvement of the facility, equipment, and production systems.
- Manage the maintenance supervisors and personnel; effectively delegate work assignments and develop the knowledge, skills, and abilities of team members.
- Ensure adherence to safety, food safety, and environmental regulations and practices.
- Proactively support internal and external customers (i.e., Operations, Quality, Safety, Human Resources, etc.).
- Attend required plant training programs per the training schedule. Ensure personnel are properly trained. Develop and deliver selected training programs as required.

### **RESPONSIBILITIES AND ACCOUNTABILITIES:**

**Essential duties and responsibilities** include the following. Other duties may be assigned.

#### **Capital Spending**

- Develop annual capital budget to support cost reduction and other plant goals.
- Work with finance, production, and safety to develop and provide justification for capital projects, and prepare the Requests for Capital Expenditures in a timely fashion.
- Manage capital projects to meet deadlines and budgets.
- Oversee fixed assets and direct the sale of salvage materials to get maximum dollar return.

#### **Plant Maintenance**

- Provide direction for maintaining and operating all physical equipment so as to minimize downtime.
- Oversee, maintain, and progressively improve the preventive maintenance program.
- Manage the work order and parts inventory systems.
- Develop and oversee the maintenance budget and deliver results at or below budget.

- Oversee MRO inventories and activities.
- Ensure successful integration of SAP/Meridian tools and processes.
- Complete Key Elements of Maintenance assessments and audits as required.

#### **Regulatory Compliance**

- Maintain mandatory safety programs, such as Process Safety Management and Risk Management.
- Support plant safety programs through regular attending safety team meetings, training of maintenance personnel in and compliance with plant safety programs (i.e., Lock Out/Tag Out, HazCom, etc.), and eliminating identified safety hazards.
- Ensure compliance with food safety regulations and practices.
- Ensure compliance with environmental laws and regulations. Maintain ISO 14001 certification.

#### **Other**

- Work proactively to be a resource to Operations, Quality, Safety, and other departments, and to support plant efforts to achieve cost reduction, continuous improvement and other goals.
- Develop and oversee the maintenance budget and deliver results at or below budget.
- Track and find ways to reduce energy usage.

#### **Supervisory Responsibilities**

- Manage maintenance supervisors, who in turn supervise maintenance employees.
- Responsible for the overall direction, coordination, and evaluation of the department.
- Carry out management responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training; planning, assigning, and directing work; appraising performance; coaching, recognizing, and disciplining employees; and addressing complaints and resolving problems.
- Maintain and coordinate an ongoing development program for the maintenance personnel to enhance their skills, performance, and succession opportunities.

### **QUALIFICATION REQUIREMENTS:**

#### **Requirements:**

**Academic: *Must have*** a Bachelor Degree in Engineering or related field. The degree should have a primary emphasis in one of the following areas: mechanical, electrical, and / or architectural / structural engineering.

**Nice to have:** A secondary field in business.

#### **Related Work Experience (internal to the organization or external):**

- 5 to 10 years of engineering and / or maintenance in frozen food manufacturing.
- 5 years of supervising people.
- Experience managing projects, budgets, and a CMMS program.

**For more information on this job please visit our website: [www.mccain.com](http://www.mccain.com)**

**A full job description will be provided to interview candidates**