1. SUMMARY: The Maintenance Supervisor is responsible for the safe and efficient mechanical maintenance of all manufacturing equipment. This includes all equipment needed to repulp wastepaper, repulp broke, clean and screen recovered fiber, and manufacture paper. Significant experience with process industry manufacturing, high speed rotating equipment, pumps, piping is required. The ability to forecast maintenance needs and execute work to meet timelines and budgets is a key responsibility.

2. ACCOUNTABILITIES

Safety

- Ensure all work performed by internal resources and contractors complies with Marcal’s safety policies and results in an incident-free work environment
- Evaluate all projects and/or work tasks prior to execution to ensure no safety hazards are created during work performed

Legal and Compliance

- Ensure the condition of all paper manufacturing equipment is in compliance with applicable federal, state, and local regulations and/or codes
- Ensure all work needing professional certifications and/or stamps is identified and properly approved prior to execution
- Ensure all contractors engaged have required certifications for work they will execute

Converting Equipment Maintenance

- Responsible for the efficient and effective maintenance of paper manufacturing equipment
- Develop annual paper manufacturing maintenance budget, approve and monitor expenditures, report variances to budget
- Lead projects from concept through implementation, develop budgets and timelines, forecast spending and resource requirements, select vendors and contractors, quantify project impact on business, execute projects to meet timeline and budget
- Design and execute preventive and predictive maintenance programs to optimize equipment life and minimize operating cost
- Drive root cause failure analysis program in Converting area

3. SUPERVISORY/ LEADERSHIP RESPONSIBILITIES

The position supervises none directly and up to 20 mechanics indirectly. Position is expected to be primarily self-directed and require minimal guidance to achieve results. Close collaboration with Paper Mill group leadership is essential for success in this position. Skill development, assessment, and training of the group is a key responsibility.

4. QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of federal, state, and local regulations applicable to manufacturing equipment condition and modification, particularly OSHA regulations
- Current knowledge of paper manufacturing equipment, pumps, piping, rotating equipment, rigging and hoisting equipment, welding
- Excellent work documentation practices, particularly with regulated activities
- Ability to develop project and work scopes, timelines, resources requirements, and quantify financial impact on the business
- Ability to interact effectively with internal customers
- Current knowledge of mechanical maintenance technology, predictive and preventive maintenance techniques, practices, developments, and services
- Ability to manage contractors and internal resources
- Ability to effectively handle multiple priorities and challenging deadlines
4. EDUCATION AND EXPERIENCE

- 4 year Engineering degree in relevant area
- Industrial manufacturing maintenance experience preferred
- CMMS experience preferred