

Maintenance Supervisor

Riverside Brass & Aluminum Foundry

New Hamburg, ON

About the Opportunity:

Oversees the safe and effective day-to-day functioning of the Maintenance process and team.

Key Responsibilities:

- Supervises, assigns and directs the activities of all maintenance staff including Millwrights, Electricians, and Apprentices
- Represents Riverside Brass when coordinating with-outside contractors on a variety of maintenance initiatives ranging from specialized equipment to general facility maintenance
- Manages emergency repairs and communicates any immediate concerns to the Maintenance Manager.
- Ensures all employees are working safely and in adherence with Company required safety procedure/policies/rules, and the Occupational Health and Safety Act.
- In conjunction with the Maintenance Manager address employee performance issues and administer disciplinary measures per the Collective Agreement
- Ensures all employees are properly trained and competent to perform assigned duties. Proactively identify where additional training is required.
- Provides technical assistance and advice to the maintenance team in the event of technical roadblocks. In conjunction with the Maintenance Manager, source external technical assistance when necessary. Ensures technical procedures are updated as required.
- Regularly reviews preventative maintenance requests and work orders to ensure completion as required. If incomplete within the appropriate timeframes, follows up to determine reasons and address accordingly.
- Creates and communicates daily shift reports to the production team. Conducts weekly status reviews. Ensures the Maintenance Manager is aware of regular shift/departmental performance concerns.

- Manages and directs the activities of on-site contractors to ensure they are completing projects safely and within the agreed-upon timeframe. Ensures adherence to the Company's contractor policy.
- Administers the collective agreement as it relates to all matters including overtime distribution, discipline, vacations, etc. Ensures that all employees are adhering to all company rules/regulations/policies/procedures. Administers disciplinary action when there is a violation of any of the above.
- Technical leader for the department, accountable for development of highly technical action plans
- Accountable for the growth and development of all maintenance staff specifically apprentices

Qualifications / Experience / Skills

- Millwright / Electrician license or working towards dual licences
- 5 years + working in a Foundry environment preferred
- 2 to 4 years of experience in a supervisory role in a manufacturing environment
- Strong working knowledge of OHSAS / ISO standards and relevant legislation

Soft Skills and Other Competencies:

- Strong organizational, communication, interpersonal and conflict resolution skills
- Results oriented with a demonstrated sense of urgency
- Ability to lead the implementation of computerized maintenance management system
- Demonstrated ability to make cost effective, time efficient decisions
- Good working knowledge and ability to use Microsoft Office products
- We welcome and encourage applications from people with disabilities. To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions. Please contact HR prior to an interview if you are selected.