

Grassland Dairy Products, Inc.
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MAINTENANCE SUPERVISOR

Full-Time, Permanent

Greenwood, WI

The maintenance supervisor is responsible for providing the decision-making and support for the safe, sanitary and profitable operation of the manufacturing facility. This includes ensuring adequate team coverage and product integrity with accepted cGMP manufacturing and documentation principles. The maintenance supervisor is required to provide written and verbal communication of essential information to the maintenance department to ensure optimum efficiency levels to support factory production.

Essential Duties and Responsibilities:

- Comply with applicable good manufacturing, safety and quality assurance practices
- Provide leadership, development and support to direct employees
- Supervise daily activities and projects of maintenance personnel
- Evaluate training needs to ensure mechanics are properly equipped to perform their job duties
- Resolve employee complaints, complete staff evaluations including discipline and/or rewards for performance
- Ensure compliance with preventative maintenance on-time completion
- Provide effective communications throughout the department and facilitate department meetings as needed

Knowledge, Skills and Abilities:

- Attention to detail and good organizational skills
- Ability to adapt effectively within a continually changing and demanding environment
- Knowledgeable in electromechanical equipment operations and troubleshooting ability
- Must be able to demonstrate an ability and willingness to communicate effectively in order to maintain high levels of safety, quality and efficiency
- Ability to read and comprehend standard operating procedures and company guidelines in order to maintain regulatory compliance
- Able to obtain licenses for, and operate powered industrial equipment at a safe level
- Knowledge of Human/Machine Interface (HMI) systems
- Basic understanding of 120/240VAC electrical systems and low voltage DC and control wiring
- Must be able to climb ladders and work from heights
- Demonstrate the Qualified Individual's responsibilities for the Preventative Control-Cleaning and Sanitation Program
- Knowledgeable of OSHA regulations

Education/Experience:

- Associates Degree in Electromechanical or related maintenance field

Grassland Dairy Products, Inc. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Grassland complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

- Minimum of 2 years of supervisory experience preferred
- Industrial, construction and/or mechanical experience preferred
- Basic computer skills including Microsoft Office and CCMS required
- Knowledge of PLCs