
Maintenance Supervisor Pointe-Claire, Qc

Overview

Reporting to the Director of Plant Engineering, the Maintenance Supervisor ensures the proper operation and maintenance of the factory production equipment and the management of unionized employees in the maintenance department.

Upon arrival at the work site, the maintenance supervisor conducts an overhaul of maintenance activities: He identifies needs and adjusts his planning. In order to optimize the productivity of his team, he plans and distributes employees according to the required jobs, the strengths and skills of the latter and the order of priority of the various requests. He supervises the day-to-day work and ensures the accuracy, in real time, of the information entered in the computerized maintenance system.

The maintenance supervisor coordinates the various projects and repairs, ensures the smooth operation of the operations with its employees and offers them technical support. He orders, if necessary, the required documents and makes the follow-up to complete the work as soon as possible.

What You Will Do

- Health security :
 - Carry out duties and responsibilities of the position safely.
 - Responsible for the health and safety of employees.
 - Apply health and safety rules.
 - Ensures that safe work practices are used at all times.
 - Perform first aid, participate in accident investigation and analysis, and participate in the temporary assignment program in conjunction with the health and HR department.
 - WHMIS: To know the S.I.M.D.U.T. and ensure that the products used and the disposition of the waste meet government standards.
- Supervise, plan, direct and coordinate maintenance activities / work (employees, contractors).
- Determines the needs (personnel, material resources, etc.) and plans the activities to be carried out in his department in accordance with the priorities of the factory.
- Prepares work schedules, overtime.
- Distributes the tasks to be performed.
- Coordinates projects and repairs of plant equipment and resolves technical problems.
- Offers technical support.
- Order parts required for maintenance as needed.
- Checks and approves timesheets for unionized employees.
- Contributes and encourages everyone's participation in achieving the Company's objectives.
- Applies collective agreement, factory rules and regulations, absenteeism.
- Communication:
 - Ensures daily communication with management regarding the availability of machines.
 - Prepare and participate in different BBMS level 1 and 2 meetings, meeting of health and safety at work, engineering, quality assurance ...).
- Perform any other task that may be assigned to him.

Skills & Qualifications

- Hold a Technical or Bachelor of Mechanical Engineering;
- Have 10 to 15 years of experience, including 3 to 5 years as a Maintenance Supervisor with heavy machineries, in a unionized environment
- Know the advanced features of Microsoft's Windows operating systems (Excel, Word, PowerPoint), AutoCAD, Guide-Ti and BAAN IV.
- Bilingual. Master French and English, written and spoken.
- Demonstrate strong interpersonal and communication skills;
- Be motivated by the results;
- Have a good team spirit;
- Have analytical skills in problem solving and decision making;
- To be honest and faithful to a code of ethics;
- To love planning and organizing;
- Adapt quickly to changes.

Why Join?

The organization. World leader in their field and offering unique products.

The role. Possibility to have an impact on the company on a global scale.

People. Team of dedicated, dynamic and results-oriented professionals.

Your Next Steps

Email your resume in **word format** to ctucci@radarhh.com. Please quote **project #106734** in the subject line. radar promotes the highest standards of integrity and principles of quality, diversity, equity, and ethical practice. We thank all those who submit their résumés. Only those selected for further consideration will be contacted.