



CAREER OPPORTUNITY

Job Title	:	Maintenance Manager
Division	:	Engineering & Maintenance
Department	:	Maintenance
Employment Type	:	Permanent monthly paid position
GENERAL DESCRIPTION		
<p>Overall responsibility is to ensure that the Maintenance Department is well managed and that the support to the operational areas is sustained at an appropriate level to reduce all levels of equipment related downtime, minimize maintenance costs and ensure optimal asset life.</p> <p>This position is seen as being a key player in maintenance processes for our electrical, mechanical, control, instrumentation and automation, fabrication and facilities. The incumbent must be able to structure preventative maintenance activities to ensure optimum life cycle costing for the assets under their care as well as develop upgrade plans, capital expenditure requirements and inventory policies. The incumbent would also be expected to trouble shoot and fault find during breakdowns and offer solutions with respect to required engineering inputs.</p> <p>People Management</p> <ol style="list-style-type: none"> 1. To manage the personnel within the department with respect to discipline, attendance, leave, overtime, training and personnel development plans. 2. To conduct performance management reviews as per the company policy. 3. To set and monitor objectives for sub-ordinates. 4. To encourage team-based work structures to enhance the working environment. 5. To set a strong example of leadership by motivating personnel to optimize individual performance levels. 6. To assist with the development of the workplace skills plan. 7. To foster healthy relationships within the operation with respect to industrial relations. 		



8. To always comply with the companies' policies.
9. To be an example of the company's vision and values.
10. To encourage an open and harmonious working environment.
11. To structure developmental paths for sub-ordinates as required.
12. To pass on both technical and managerial skills to individuals within the organisation.

Productivity

1. To monitor and set departmental downtime objectives.
2. To implement scheduled maintenance routines.
3. To improve the planned vs unplanned downtime ratio.
4. To reduce the amount of rework.
5. To optimize artisan utilization.
6. To ensure the availability of necessary spares.
7. Set up best practices for the maintenance department.
8. Develop upgrade and corrective paths where necessary.
9. Assist production processes by optimising the assets at hand and utilising them to their maximum.
This would entail loop tuning, trend analysis, drive optimization and other relevant areas where continuous improvement can be implemented.

Cost

1. To implement cost tracking methods.
2. To ensure the most cost-effective repairs are undertaken.
3. To ensure that spares stock is optimized.
4. To use RCA methods to ensure permanent repairs are realized.
5. To monitor energy consumption and recommend improved methods/technologies.
6. To implement Continuous improvement projects.
7. To assist the operations wherever necessary to improve the cost base.
8. To control artisan overtime to within budgeted levels.
9. Develop, control and maintain capital expenditure budgets and expenditure.



10. Develop, control and maintain maintenance budgets and expenditure.
11. Participate in any plant driven cost reduction programmes or processes.

Quality

1. To actively participate in the operation's ISO systems.
2. To ensure that all equipment is in good working order to prevent quality defects.
3. To ensure that workmanship is of a high calibre preventing rework and unnecessary downtime.
4. Ensure that work carried out in this sphere is always to the highest standard. This includes work of sub-contractors.

Safety

1. To comply in all respects with government legislation regarding all installations.
2. To assume the GMR2 (General Machinery Regulation) responsibility within the operation.
3. To ensure relevant procedures are drawn up, implemented and maintained.
4. To actively participate in the operations safety programme.
5. To stay abreast of all relevant legislation.
6. To ensure a zero injury rate is achieved.
7. To always adhere to the company's health and safety policy.

Projects

1. To identify, initiate and implement projects within the maintenance sphere.
2. To project manage any upgrades or new installations.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Have excellent communication skills.
- Have a sound technical and multidisciplinary knowledge of the plant and process.
- Have a sound knowledge of the OSH Act and Regulations.
- Have sound knowledge of AC and DC motors, inverters and drives.
- Have sound knowledge of Siemens S5 and S7 PLCs as well as Rockwell Allen Bradley and OMRON including software and programming (STEP7, TIA portal, etc).



- Have sound knowledge of process instrumentation such as flow meters, consistency transmitters, level transmitters.
- Have sound automation experience.
- Have sound knowledge of pumps, gearboxes, pipes, hydraulics, pneumatics.
- Have a good understanding of a DCS system and control logic.
- Have a sound knowledge of transformers, power factor corrections and switch gear.
- Have a good knowledge of process valves, pneumatics and associated control loops.
- Have a good knowledge of Profibus, Profinet and Fibre.
- Exhibit exceptional trouble shooting, fault finding and problem-solving skills.
- To have a good knowledge of a process industry (preferably paper making and paper converting related).
- Be willing to work overtime and outside normal hours as required.
- Be prepared to assist with day-to-day activities from time to time especially during shuts and breakdowns.
- Should be highly analytical, detail orientated and self-driven.
- Be abreast of current technologies.
- Be able to work well under stress and high pressure.

REQUIREMENTS

- A minimum of 10 years related experience within the maintenance department in a process industry with experience in the paper industry preferred.
- Minimum: B.Eng/BSc Degree (Mechanical or Electrical) & GCC Factories (Government Certificate of Competency).

APPLICATION FOR THIS POSITION

- Submit your CV to Sharon Winter via email at swinter@upap.co.za or hand deliver to HR
- Closing date: **30 April 2021**