



## MAINTENANCE SUPERVISOR

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Reports to: General Manager

Schedule: Full-time | 7:00AM to 4:30PM | Monday through Friday | 7:00AM to 11:00AM | Friday

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### POSITION DESCRIPTION

LeTourneau Plastics, Inc. seeks a qualified, experienced Maintenance Supervisor. Under general direction from the Plant Manager, the position is responsible for daily coordination, implementation, and supervision of facility maintenance and operations. The role performs a variety of technical tasks: maintains systems and equipment by completing preventative scheduled maintenance; restores, repairs, and rebuilds, and replaces faulty or inoperative components and machining; manages maintenance staff; and provides technical assistance to management. Responsibilities include but are not limited to those described herein.

### RESPONSIBILITIES

- Organize, implement, and direct facility maintenance activities and operations.
- Evaluate functionality and reliability of facility systems and associated equipment by conferring with operating departments; identifying problems and requirements.
- Maintain function and reliability of facility equipment by implementing a preventive maintenance program; operating and testing systems and equipment; and by restoring, repairing, rebuilding, or replacing faulty or inoperative components and machining.
- Improve function and reliability of facility systems and associated equipment by studying performance results; identifying, recommending, and implementing changes, expansions, and additions.
- Accomplish maintenance and organization mission by completing related results as needed.
- Maintain safe work environment. Display thorough knowledge of occupation hazards and safety precautions daily.

### PREFERRED EXPERIENCE / KNOWLEDGE / ABILITIES

- 3-5 years in general maintenance, or in maintenance capacity that has resulted in the ability to recognize electrical, plumbing, and mechanical malfunctions or equipment failures.
- Previous supervisory experience.
- Electrical and programming experience is a plus.
- Ability to operate office computer equipment: supporting word processing, spreadsheet, and database applications.
- Ability to establish credibility, reliability, and trust. Maintain effective working relationships with coworkers.
- Demonstrate tact/diplomacy with the public. Meet with and deal courteously with vendors and contractors.

### PREFERRED ATTRIBUTES

- Effective leader and team player with polished oral and written communication skills.
- Self-starter. Ability to work in a fast-paced environment and prioritize daily tasks.
- Detail-oriented. Ability to troubleshoot and efficiently problem-solve with patience and precision



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### PHYSICAL REQUIREMENTS

(N = Never; O = Occasionally; F = Frequently; C = Continuously)

ACTIVITY	N	O	F	C	ACTIVITY	N	O	F	C
Bending		X			Lift/Carry				
Sitting		X			< 25 lbs		X		
Standing		X			26 to 50 lbs		X		
Walking			X		51 to 75 lbs		X		
Squatting		X			76 to 100 lbs	X			
Kneeling		X			> 100 lbs	X			
Crawling		X			Push/Pull				
Climbing/Balancing		X			< 25 lbs		X		
Gripping/Grasping		X			26 to 50 lbs		X		
Reaching Overhead		X			51 to 75 lbs		X		
Reaching at/below shoulder		X			76 to 100 lbs		X		
Stooping/Twisting		X			> 100 lbs	X			
Foot Controls		X			Working at an elevated height		X		
Keyboarding		X			Walk/stand on uneven ground		X		
Use of hand and/or power tools		X			Exposure to dust/fumes		X		
Subject to excessive noise		X			Exposure to bio hazards		X		
Subject to extreme temperatures		X			Exposure to confined spaces		X		

### ABOUT LETOURNEAU PLASTICS, INC.

LeTourneau Plastics, Inc. has been a pioneer in custom vacuum thermoforming of plastic components for nearly 50 years. Using virtually 80% recycled material, the company specializes in producing and assembling high quality cosmetic parts for a wide variety of industries within the United States and internationally; transportation, aviation, agriculture, food service, lawn and garden, recreation, health care, marine, etc. The company also assists in the design of parts to reduce tooling expense and minimize cost for customers. The 140,000-sq.ft. facility in Oconto, Wisconsin includes two manufacturing plants, warehousing, office space, pattern and tooling shop with six milling centers, 15 forming machines, two 3-axis CNC routers, and nine 5-axis CNC routers. As a third-generation-owned company, success and consistent growth has developed from a commitment to building enduring relationships with customers and surrounding communities.