



Maintenance Supervisor (Staff Post)

Reporting to: Technical Director

Location: Production Office at SAM, Newpark Industrial Estate, Greystone Road, Antrim.

Job Summary

Responsible for the day-to-day management of maintenance within the Antrim production facility, coaching, mentoring, motivating and applying a team approach to continuous improvement and business excellence.

Main Responsibilities of the Job

Lead the maintenance team in meeting production expectations on time, in full, efficiently and on budget including responding to emergency breakdowns and prioritising workload.

Manage a programme of Total Preventative Maintenance including the management of all relevant systems for all company plant and liaising with all relevant departments to ensure maximum machine and machine part availability for production.

Working closely with the Technical team to deliver continuous improvement in processes and machines and configure manufacturing systems to reduce costs, improve availability and deliver business excellence measures within the production processes.

Lead all relevant departmental communication forums, encouraging two-way communication, action outcomes, and ensure company information is communicated effectively throughout all team members.

Champion effective employee relations whilst demonstrating a flexible management style, adopting the appropriate style for the given situation.

Attract, retain and build high performing teams and promote SAM as the company of choice.

Promote and ensure compliance with the company's Integrated Management System to include safety, environmental and quality requirements as the norm across all team members whilst promoting a culture of standardised work and working closely with external bodies to ensure regulatory obligations are adhered to.

Create, develop and ensure accountability for departmental key performance indicators, tactical plans and departmental projects to ensure company strategic goals are achieved.

Liaise with other departments to ensure the maintenance team are meeting customer, supplier and employee expectations.

All other duties as required.

Personnel Specification

Essential Criteria	
Experience	Minimum of 3 years' experience in an equivalent position in a fast paced environment. Working knowledge of managing maintenance workloads including lean production systems, continuous improvement and project management.
Special Skills	You must be professional, have a high degree of initiative and safety awareness and have the ability to relate to and understand all areas of the business. Excellent people management skills and ICT skills. The ability to prioritise workloads, respond quickly to emergencies and creative problem solving skills. Lead by example and continually communicate the company vision, mission, values and behaviour.
Circumstances	You must be flexible with regards your working hours in order to support a 24/7 shift pattern and be able to travel outside of Northern Ireland if required.

Desirable Criteria	
Education	Minimum of 2:2 qualification in a Business, Engineering, Management or equivalent discipline. Minimum green belt in six sigma methodologies.
Experience	Leading and delivering multiple projects on time, in full and within budget. Minimum of 5 years' experience in an equivalent position having responsibility for 25+ machines in a fast paced, manufacturing environment.
Special Skills	Inspiration leadership style.

Key Terms & Conditions

Contract Type	Full Time, Permanent Contract. 6 months probationary period applies.
Hours of work	45.83 Hours per week inclusive of break times. Mon – Fri 6.50am – 4pm daily. Flexibility to lead a range of shift patterns will be required including weekends and night shift.
Salary range	To be discussed with successful applicant Payment is monthly by BACS transfer
Pension	3% employer contribution on all basic hours worked 3% employee contribution is mandatory for employer contribution
Holiday Entitlement	5.6 weeks inclusive of all statutory holidays and factory closures.
Healthcare Package	Westfield Healthcare cover for the employee : Available after 6 months and covers the employee's children under the age of 18. Non-contractual and fully funded by the company.
Life Assurance Package	Available after 6 months service. Terms and conditions do apply.
Bonus Scheme	"Profit share" and "Customer Satisfaction" bonuses apply. Non-contractual and both are annual bonus payments.