

# Maintenance Supervisor Job Description

Our growing company is searching for experienced candidates for the position of maintenance supervisor. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for maintenance supervisor

- Possesses a current and valid motor vehicle operator's license
- Directs, mentors, coaches and motivates maintenance personnel
- Actively participates in the maintenance functions
- Oversees training of all personnel within the department and ensures training is documented as required
- Assists in identified parts deficiencies and helps to prevent further recurrences
- Oversees maintenance personnel performance to ensure they are addressing all maintenance requirements to LMI specifications
- Coordinates communications between maintenance personnel and on-floor operations
- Communicates new or revised directives from management to floor maintenance personnel
- Identifies equipment, training, and service needs
- Leads personnel in a career progression program, including learning through effective communication, coaching, training and development

## Qualifications for maintenance supervisor

- Basic understanding and ability to read and interpret PLC Logic (RS500, Contrology)
- 5 years' experience in a supervisory role or equivalent combination of education and experience preferred
- A minimum of 1-2 years of previous maintenance experience
- Previous experience working in a supervisory role, managing a team
- Previous experience working on a multi-unit residential property
- Excellent communication and interpersonal skills and ability to pay attention to detail

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## **Job Description For Maintenance Supervisor:**

Leadership Skills for Maintenance Supervisors and Managers Joel D. Levitt, 2020-12-23 Supervision is a leveraged activity When we develop the supervisor s skills we enhance the productivity of the whole workgroup This book provides valuable skill training for supervisors team leaders and managers It offers techniques to improve reliability that can be accomplished at the supervisor level It teaches both the science and the art of the supervision of maintenance workers discusses managing meetings and time the elements of technical issues and presents management and people skills offering maximum productivity and high quality provision of services and at the same time improving morale throughout the workforce This book is suitable for all types of maintenance for organizations with supervisors and managers from plant operations storeroom construction and related areas including industrial organizations construction companies mines fleets building maintenance janitorial maintenance contractors and vocational tech schools teaching maintenance short courses

**Maintenance Supervisor, Tool and Parts Attendant/supply Clerk** ,1988      **The Handbook of Model Job Descriptions** Barry Cushway, 2008-03-03 Providing over 200 job descriptions and updated to take account of the new Age Discrimination legislation this book is the most comprehensive and up to date resource available to create meaningful descriptions for your employees This book offers a unique time saving approach in the form of a job description builder which allows you to select featured job elements and build a complete and well structured job description Divided into two parts the first enables quick and easy assembly and personalization of any job description across a wide range of sectors such as administration and management finance and accountancy and human resources Part Two allows you to select from hundreds of job elements such as providing care and guidance client relations and project management This edition provides online access to each job description so you can personalize them to suit your own circumstances saving hours of valuable time

*Job descriptions and illustrative examples of payroll positions and duties* United States. National Mediation Board, 1960

Engineering Maintenance Management, Second Edition, Benjamin W. Niebel, 1994-07-07 This work sets out to furnish all levels of engineering management with the material necessary to provide cost effective maintenance discussing the functional design of products as well as the identification of failure systems that permit scheduled maintenance procedures This second edition presents information on ISO 9000 requirements utilities management the use of bar coding in maintenance efforts plant re arrangement and minor construction and more      **Job Descriptions for the Retail Trade**

United States Employment Service, 1938      **5 Mistakes Everyone Makes with Job Descriptions and How to Avoid Them** ,2006      *Career Opportunities in Real Estate* Thomas P. Fitch, 2010-04-21 Offers career information in real estate Profiles include real estate sales and leasing real estate lending property management property development and real estate acquisitions and analysis      *Decisions and Orders of the National Labor Relations Board* United States. National Labor Relations Board, 2010      **Certified Professional Maintenance Manager Review Pack** Monte Anderson, CHFM, CPE,

CPMM, Larry K. Beck, Principal, Lane Pierce, CPE, CPMM, Jim Taylor, CPE, CPMM, Robert M. Williamson, CPMM, Wayne P. Saya, CPE, CPMM, Stephen W. Nicholas, CAFS, Dennis M. Hydrick, CPE, CPMM, Joel Levitt, CPMM, CRL, Larry G. DeVries, CPMM, Darren Eskin, CPMM, Tim Trout, CPMM, Terry Wireman, CPMM, Larry Ross, P.E., CPE, Edward F. Gagnon, CEA, CEM, CPE, CPMM, CPS, Kenneth Walker, CPMM, CPS, Larson Wood, CPMM, Rene Hernandez, CPMM, CPS, Stephen Brown, CPE, 2020-01-22 Both plant facilities maintenance professionals and property management executives must confront a wide variety of complex issues. Therefore, they must possess an extensive knowledge of the many facets of maintenance management. Earning the Certified Professional Maintenance Manager credential will indicate to both your employer and industry officials that you possess in-depth expertise in plant and facilities maintenance management. The CPMM program is updated annually to keep it on the cutting edge of techniques and technologies in maintenance management.

*Facility Management* Edmond P. Rondeau, Robert Kevin Brown, Paul D. Lapides, 2017-07-27 From the moment it was first published, *Facility Management* became the ultimate reference for facility and design professionals who want to create a productive workplace that corresponds to the short and long-term goals of their corporation. This Second Edition provides complete, fully up-to-date information and guidance on the evolving facility management profession that will help facility professionals and their service providers meet and exceed these goals.

**After the Pandemic** Randy Whitaker, 2022-10-10 Many things define a job seeker: experience, education, first impressions, connections, passion, and the value you might bring to the company you wish to work for. For decades, the perceived ideal candidate would have all of the above. Most of the above, however, a good candidate would have a four-year college degree. To a great extent, an employer still would like someone with a four-year college degree. However, I believe this is changing. The need for those who work with their hands and those who are willing to work their way up through the various levels of an organization is becoming more and more desired by companies. The time it will take you to earn your degree, you could be making a nice living and will have accrued zero debt in the process. Plus, after working in an industry of your choice, something you do have an interest in, even a passion for, you may be on equal footing with a newly hired college grad based on the four years you have been working in your industry of choice as you continue to work your way up through the company. You will find the more value you bring to a company, the more they will look to you to assume great responsibility. Typically, the more responsibility, the greater the paycheck. What makes this book timely is the fact that as COVID-19 winds down, we are seeing many labor shortages in many areas and industries. Now is the absolute best time to go to an industry experiencing a labor shortage or enter one of the numerous industries researched in this book and get yourself the job you always wanted without the cost and time involved with getting a four-year college education. I have nothing against getting a degree, and there are still many fields where they will always be mandatory; however, the trades, service industries, government, railroads, law enforcement, plus many others, will welcome you with open arms without the need for a four-year degree. I hope this book helps.

**Equipment Maintenance** United States. Department of the Air

Force,1977 A Guide for Training Instructors of Income Maintenance Workers & of Income Maintenance Supervisors  
United States. Social and Rehabilitation Service. Assistance Payments Administration,1976 *Training Programs for*  
*Maintenance Organizations* Terry Wireman,2010 For over three decades Terry Wireman has specialized in the improvement  
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