



**Position Title**

Mechanical Maintenance Supervisor

**Position Location**

Klamath Falls, OR/Hardboard Plant

**Position Description**

This is an exempt, salaried position reporting to the Site Maintenance Manager. This position is responsible for maintaining the mechanical equipment within the Hardboard facility with the goal of improving equipment availability/performance while providing a safe and healthy working environment.

**Position Responsibilities**

- Supervise a team of journey and apprentice millwrights within maintenance department on a daily basis.
- Ensure millwrights are adequately trained, equipped, and motivated so that the maintenance program and activities can be accomplished in a safe, timely, and cost effective manner.
- Assure safe work practices are followed at all times (including holding contractors accountable for safety guidelines).
- Assure compliance with all safety, health and environmental regulations.
- Monitor the operation of mechanical equipment and systems, to minimize unplanned downtime, anticipate and solve problems in a timely manner, and identify opportunities for improvement.
- Supervise predictive, preventative, improvement and repair maintenance activities and processes for the following systems:
  - Mechanical
  - Fire Protection
  - Buildings
  - Machine Shop
- Champion the effective use of the CMMS system (Maximo); improve related processes and best practices.
- Knowledge in the business side of maintenance including budgeting, cost analysis, department performance, employee development, and contractor management.
- Knowledge of plant process flow.
- Coordinate and communicate activities with plant operations departments for maintenance and repair work in process areas.
- Knowledge of steam flow, natural gas train systems, hydraulic systems, and pneumatic systems.
- Participate in capital project design, installation and startup.

**Position Requirements**

- Bachelor's degree in Mechanical Engineering preferred.
- Three or more years' experience supervising personnel in the manufacturing maintenance trade.
- Proficient using personal computers and associated software (Excel, Word, Power Point, Access, CMMS, AutoCAD, Kronos)
- Self-motivated and proactive with the ability to multi-task in an organized manner.
- Excellent interpersonal skills including the ability to work as part of a team.
- Lead Team problem solving work sessions as needed.
- Communicate effectively with co-workers, supervisors, vendors and contract personnel.
- Continuous improvement-Proactively support innovation and change.
- Ability to work weekends, holidays and respond to callouts.

**Salary**

\$ DOE This is a Salary Exempt Position

**Resume Closing Date**

Open until filled.

**Send Resume To**

Hanna Cox, Human Resources Assistant  
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Klamath, OR 97601  
Or  
Email: [2019KFMS@collinsco.com](mailto:2019KFMS@collinsco.com)

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This bulletin reflects a generalization of information and may not reflect all aspects of this position.

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