



Maintenance Supervisor

Highland, IL

Job Summary: Supervise the installation, repair, and maintenance of mechanical equipment and systems for the facility. The Maintenance Supervisor is required to plan and assign the work of maintenance staff, to review work performance, and to ensure conformance with established methods, policies, and procedures.

Reports to: Plant Manager

Supervises: Maintenance & Janitorial Staff

- Essential Duties:**
- Direct the maintenance staff and provide on-site expertise.
 - Ensure that work is performed in a safe and efficient manner.
 - Ensure the quality of work performed.
 - Inspect work for completeness.
 - Work with Production Supervisors to ensure that maintenance is being performed on their equipment.
 - Identify and implement training needs for Maintenance staff.
 - Maintain preventive maintenance system to ensure that work is planned, scheduled, and performed in the most cost-effective manner.
 - Coordinate and inspect major contract work on electrical, plumbing, mechanical, and other related general maintenance work performed.
 - Maintain records, reports, and correspondence relative to the work performed.
 - Requisition and/or purchase maintenance supplies, materials, and tools.
 - Inspect building in order to determine maintenance needs by visual observation, gages, meters, and other test devices.
 - Study blueprints and diagrams in order to plan material and labor needed to accomplish tasks.
 - Operate machines and other equipment to observe operation and diagnose malfunctions or to test repaired equipment.
 - Perform other duties as assigned.



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Requirements:

- High school degree or GED. Two-year technical degree preferred.
- Two years of Maintenance Supervisory experience preferred.
- Considerable knowledge of electrical motors, generators, pumps, pressure systems, water systems, HVAC, and other equipment and systems of the maintenance trades.
- Knowledge of the occupation hazards and corresponding safety precautions necessary for safe work performance.
- Ability to climb, bend, reach, stoop, stand, and/or walk for extended periods.
- Ability to occasionally lift medium to heavy objects.
- Ability to recognize electrical, plumbing, and mechanical malfunctions or equipment failures.
- Ability to read blueprints, schematics, and other mechanical drawings.
- Proficient computer skills (Microsoft Office).

Contact:

Basler Electric welcomes employment applications received directly from interested candidates. We prefer that you submit your resume in Microsoft® Word or Adobe® PDF format.

Basler Electric Company
Human Resources
12570 Route 143
Highland, IL 62249-1074

Tel: +1 618.654.2341, ext. 252
Fax: +1 618.654.2351
Email: employment@basler.com

Benefits:

Basler offers a comprehensive benefits package which offers: Medical, Prescription, Dental, Vision, Life, and AD&D insurance; a 401k plan; paid leaves for Vacation, Holiday, Sick, Jury Duty, Bereavement; tuition reimbursement. All benefits are subject to eligibility requirements.

Compensation:

We anticipate filling the Maintenance Supervisor position with an expected compensation range of \$75,000 - \$85,000. We are open to reviewing additional candidates with more or less experience and the pay range may differ if filled at a different level. Our pay ranges are determined by job, responsibility, and location. Starting pay and job title are based on location and job-related factors such as candidate experience, training, knowledge, and skills.