

## Job Description

Position: Responsible for the Maintenance department. Will share the responsibility in taking care of all the issues related to the acquisition, installation, commissioning and day-to-day use of all the equipments.

Perferred Languages English, Spanish and Portuguese.

Place of work: San Angelo – Texas. Ability to travel required.

Requisites about the applicant:

Experienced in Equipment and Plant Maintenance.

Experienced in Managing a 3 shift team, regarding curative and preventive maintenance.

Departmental Cost analysis and evaluation.

Help in new equipment acquisition, installation and commissioning.

Help during construction phase.

Managing Maintenance Stocks – spare parts, consumables, etc..

Qualifications:

Degree in Electrical/Mechanical/Maintenance engineering.

Professional experience:

Minimum 5 years

Additional Information:

Proficiency in Windows general applications.

## Job Requirements

|                                |  |                       |    |
|--------------------------------|--|-----------------------|----|
| <b>Occupation:</b>             | Industrial Production Managers<br><a href="#">View Labor Market Information for this Occupation</a><br><a href="#">View Training for this Occupation</a> | <b>Certification:</b> | No |
| <b>Experience / Education:</b> | 5 yrs 0 mos and Bachelors Degree   |                       |    |
| <b>Preferred Skills:</b>       | <b>Skill Description</b>   | <b>Experience</b>     |    |
|                                | 1. Analyzes production, quality control, maintenance, and other operational reports to detect production problems.                                       | 5 to 9 years          |    |
|                                | 2. Coordinates and recommends procedures for facility and equipment maintenance or modification.   | 5 to 9 years          |    |
|                                | 3. Develops budgets and approves expenditures for supplies, materials, and human resources.  | 5 to 9 years          |    |
|                                | 4. Directs and coordinates production, processing, distribution, and marketing activities of industrial organization.                                    | 5 to 9 years          |    |
|                                | 5. Examines samples of raw products or directs testing during processing to ensure finished products conform to prescribed quality standards.            | 5 to 9 years          |    |
|                                | 6. Hires, trains, evaluates, and discharges staff.   | 5 to 9 years          |    |
|                                | 7. Initiates and coordinates inventory and cost control programs.  | 5 to 9 years          |    |
|                                | 8. Reviews operations and confers with technical or administrative staff to resolve production or processing problems.                                   | 5 to 9 years          |    |
|                                | 9. Reviews plans and confers with research and support staff to develop new products and processes or the quality of existing products.                  | 5 to 9 years          |    |

OR

|                    |                                    |                       |    |
|--------------------|------------------------------------|-----------------------|----|
| <b>Occupation:</b> | First-Line Supervisors/Managers of | <b>Certification:</b> | No |
|--------------------|------------------------------------|-----------------------|----|

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|  | Mechanics, Installers, and Repairers<br><a href="#">View Labor Market Information for this Occupation</a><br><a href="#">View Training for this Occupation</a> |  |
|--|--|--|

**Experience / Education:** 5 yrs 0 mos and Bachelors Degree

| <b>Preferred Skills:</b> | Skill Description  | Experience   |
|--------------------------|--|--------------|
|                          | 1. Assigns workers to perform activities, such as service appliances, repair and maintain vehicles, and install machinery and equipment.   | 5 to 9 years |
|                          | 2. Completes and maintains reports, such as time and production records, inventories, and test results.  | 5 to 9 years |
|                          | 3. Computes estimates and actual costs of factors, such as materials, labor, and outside contractors, and prepares budgets.  | 5 to 9 years |
|                          | 4. Confers with personnel, such as management, engineering, quality control, customers, and workers' representatives to coordinate work activities and resolve problems.             | 5 to 9 years |
|                          | 5. Directs, coordinates, and assists in performance of workers' activities, such as engine tune-up, hydroelectric turbine repair, or circuit breaker installation.                   | 5 to 9 years |
|                          | 6. Establishes or adjusts work methods and procedures to meet production schedules, using knowledge of capacities of machines, equipment, and personnel.                             | 5 to 9 years |
|                          | 7. Examines object, system, or facilities, such as telephone, air-conditioning, or industrial plant, and analyzes information, to determine installation, service, or repair needed. | 5 to 9 years |
|                          | 8. Interprets specifications, blueprints, and job orders, and constructs templates and lays out reference points for workers.  | 5 to 9 years |
|                          | 9. Monitors operations, and inspects, tests, and measures completed work, using devices, such as hand tools, gauges, and specifications to verify conformance to standards.          | 5 to 9 years |
|                          | 10. Patrols work area and examines tools and equipment to detect unsafe conditions or violations of safety rules.  | 5 to 9 years |
|                          | 11. Recommends measures, such as procedural changes, service manuals revisions, and equipment purchases, to improve work performance and minimize operating costs.                   | 5 to 9 years |
|                          | 12. Recommends or initiates personnel actions, such as employment, performance evaluations, promotions, transfers, discharges, and disciplinary measures.                            | 5 to 9 years |
|                          | 13. Requisitions materials and supplies, such as tools, equipment, and replacement parts for work activities.  | 5 to 9 years |
|                          | 14. Trains workers in methods, procedures, and use of equipment and work aids, such as blueprints, hand tools, and test equipment.   | 5 to 9 years |

### Workweek and Pay Details

|                  |                                       |                  |         |
|------------------|---------------------------------------|------------------|---------|
| <b>Workweek:</b> | Full Time - 30 hours or more per week | <b>Duration:</b> | Regular |
| <b>Shift:</b>    | Days (First)                          |                  |         |

### Computer Skills

Use EMail Software (Outlook, etc), Personal Computers, Spreadsheet Software (Lotus, Excel, etc), Word Processing Software (MS Word, etc)

### Language Skills

English - Excellent ( Read Write Speak )

### Additional Details

**Driver's License Type:** Class C - Standard Driver's License

**License State:** Texas

Send resume to  
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