
 <p>LEADING THE HUMANE RACE CHICKENS PEOPLE PLANET</p>	Section Title		Prepared by
	The Organization	JOB DESCRIPTION MOBA Maintenance Manager	Egg Innovations, LLC
	Section #		Date of Revision
	FSQS 1.3.33	Food Safety and Quality Systems SOP Manual	03/17/2016

JOB PURPOSE AND REPORTING STRUCTURE: This position reports to the Facilities Engineer with a strong dotted line to the Plant Manager and is responsible for directing and coordinating activities of workers engaged in repair, maintenance, and installation of machines, tools, and equipment, and in maintenance of buildings, grounds, and utility systems of egg processing plant and related establishment.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

All employees are responsible to report food safety and quality issues to those responsible to initiate action.

- Reviews job orders to determine work priorities.
- Schedules repair, maintenance, and installation of machines, tools, and equipment to ensure continuous production operations.
- Coordinates activities of workers fabricating or modifying machines, tools, or equipment to manufacture new products or improve existing products.
- Directs maintenance activities on utility systems to provide continuous supply of heat, steam, electric power, gas, or air required for operations.
- Develops preventive maintenance program in conjunction with engineering and maintenance staff.
- Reviews production, quality control, and maintenance reports and statistics to plan and modify maintenance activities.
- Inspects operating machines and equipment for conformance with operational standards.
- Plans, develops, and implements new methods and procedures designed to improve operations, minimize operating costs, and effect greater utilization of labor and materials.
- Reviews new product plans and discusses equipment needs and modifications with design engineers.
- Requisitions tools, equipment, and supplies required for operations.
- Confers with management, engineering, and quality control personnel to resolve maintenance problems and recommend measures to improve operations and conditions of machines and equipment.
- Confers with workers' representatives to resolve grievances.
- Member of the Crisis Management Team and responsible for Structures and Equipment.
- Prepares department budget and monitors expenditure of funds in budget.
- Carries out these activities with a goal of all work being completed during work week whenever possible.

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SUPERVISORY RESPONSIBILITIES: Maintenance technician(s)

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: High School Diploma, 10 years maintenance related experience with minimum 5 years in a managers role. Specific expertise and training MOBA egg graders and related skills.

LANGUAGE SKILLS: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or government regulations. Must have the ability to write reports, business correspondence, and procedure manuals. Must have the ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.


MATHEMATICAL SKILLS: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

COMPUTER SKILLS: To perform this job successfully, an individual should have knowledge of basic computer software.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to walk and use hands to finger, handle or feel. The employee is occasionally required to stand; sit; reach with hands and arms; climb or balance; stoop; kneel, crouch, or crawl and taste or smell. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

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WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. The employee is frequently exposed to risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; fumes or airborne particles; toxic or caustic chemicals and vibration. The noise level in the work environment is usually loud.


REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE): Safety Glasses, Disposable Rubber Gloves, NIOSH Respirator (N95)

REQUIRED TRAINING: New Hire Orientation, Handbook Review, Good Manufacturing Policy (GMP), Job/Task Performance/Requirements, Employee Safety Policies, Hazard Communication, Emergency Preparedness/Continuity Plan, Cleaning & Sanitation, Chemical Control, Bio-Security, Food Quality & Safety, Hazard Analysis Critical Control Points (HACCP), Critical Control Points (CCP), Corrective Action Requests (CAR), Traceability/Record Keeping, Disease Control, Terms & Definitions, Inventory Control, Blood borne Pathogens, Lock Out/Tag Out (LOTO), Fire Extinguisher Policy (PASS)

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.

IN THE EVENT OF AN ABSENCE:

In the absence of the Maintenance tech, the Facilities Engineer assumes his duties

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HISTORY OF CHANGES:

Revised: Replaces: Nature of Change: Approved/Verified by:

03/07/2016	New	<ul style="list-style-type: none"> New SOP format 	