



Sr. Manager - Maintenance

- **Vacancy for:** 1
- **Posted on:** Jan. 8, 2018
- **Deadline:** Jan. 22, 2018, 11:55 p.m.

Basic Job Information

Job Category	: Production / Maintenance / Quality > Maintenance/ Service/ Repair, Manufacturing
Job Level	: Senior Level
Employment Type	: Full Time
Job Location	: Mukundapur, Nawalparasi, Nepal
Offered Salary	: Negotiable

Job Specification

Education Level : Graduate (Masters)
Experience Required : More than 10 years

Job Description

Department: Production (Brewery)

Reporting Line: Head of Production

Educational requirements: Masters/Bachelors Degree of Engineering Mechanical /Electrical

Experience: More than 10 years' of experience in similar position

Main Responsibilities:

- Maintenance of all the plants/equipment according to charts and preventive maintenance schedules.
- Prepare monthly Plan of maintenance schedule and daily duty roster as per the weekly/fortnightly production schedule and ensure their execution after approval.
- Assist in maintenance of the safe functioning of the process, mechanical and electrical plant & equipment systems (including electrical panels), communication system and building.
- Ensure the timely availability of utilities for production, processing and packaging activities and spare-parts and others for maintenance, in required quantity and quality.
- Timely execution of general servicing to plants according to manufacturer's instructions
- Assigning jobs to workers/operators for the daily maintenance work and to supervise their work.
- Assisting the stores unit in ordering and storing required spare parts and ensuring availability of spare parts as and when necessary.
- Support equipment operators in their maintenance activities.
- Maintain job cards for each machine and plants and prepare monthly consumption of spare parts and others.
- Perform technically demanding maintenance & inspections of machinery and equipment.
- Prepare and submit periodic utility production, supply and related reports in the prescribed format.
- Prepare and issue operating instruction for plant and machinery to various units.
- Assist in assessing manpower needs of the division and making arrangements for human resources development for fulfilling future needs.
- Undertake activities related to maintenance and utility as assigned by the Technical Director.

Applying Procedure

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