



JOB STANDARD: Maintenance Manager	JOB CLASSIFICATION: Full time, Exempt
JOB LOCATIONS: Desert View Power, Honey Lake Power	JOB TITLES: Maintenance Manager
JOB DEPARTMENT: Maintenance	DATE ISSUED - REVISION NUMBER: 3/21/2017 – Revision 2

GENERAL SUMMARY

The Maintenance Manager is responsible for the effective, efficient and safe maintenance of all power plant systems and equipment. The Maintenance Manager plans, budgets, schedules and supervises all maintenance activity and maintenance staff at the plant. It is also the responsibility of the Maintenance Manager to ensure compliance with all local, state and federal regulatory environmental and safety programs. The Maintenance Manager works closely with the Operations Manager to develop and maintain a high quality work environment to achieve plant safety, production, revenue and cost targets.

PRIMARY DUTIES

- Administer GLP Services and Desert View Power plant policies, procedures, and practices.
- Ensure maintenance staff compliance with Administrative and Safety Instructions.
- Determine work plans and resources necessary to achieve plant production targets; prepare Maintenance budget estimates and participate in plant budget preparation process; control maintenance expenses to achieve approved budgets.
- Develop, plan, execute, and control plant systems and equipment annual, seasonal, and forced outage and overhaul work scopes and schedules.
- Develop, maintain, and apply corrective, preventative, and predictive maintenance work orders, schedules, and records; research and obtain parts and materials to maintain plant systems and equipment.
- Identify, troubleshoot, and communicate breakdown or upset conditions of plant systems and equipment to Operations; coordinate systems and equipment access for Maintenance.
- Recommend hiring, promotion, disciplinary, and termination actions for Maintenance staff.
- Develop and deliver plant systems and equipment training materials for Maintenance staff.
- Maintain plant systems, equipment, and grounds cleanliness.
- Promotes an attitude of safety awareness and sets a high standard for safety through adherence to all company safety policies and compliance with all site specific safety requirements and procedures.
- Takes a proactive role as a member of management to identify safety hazards and takes corrective actions as necessary to address.
- Assists with conducting safety meetings and training programs and participates in plant safety programs as required.
- Perform other duties as assigned by Plant Manager.

MINIMUM QUALIFICATIONS

- BA/BS degree or higher in a technical program such as engineering or science; or equivalent combination of High School diploma and related work experience.
- A minimum of 5 years of experience in and an extensive knowledge of the principles, practices, machines, equipment, materials and maintenance procedures of a steam electrical generating plant



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PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

- Must be able to work in extreme temperatures and will be exposed to heat, cold, wind, rain, dust, confined spaces, elevated areas, dirt, ash particles and fuel particles.
- Must be able to lift a minimum of 35 lbs. and up to 50 lbs. occasionally.
- Must be able to sit for extended periods.
- Must be able to work on feet for extended periods.
- Requires the ability to climb stairs and ladders; must be able to work from heights.
- Exposure to vibration, moving mechanical parts and loud noises.
- Must be capable of using protective equipment such as hard hats, safety glasses/goggles, safety shoes, hearing protection, air masks, respirators, etc. in the performance of job duties.

Employee Signature

Date

Employee Name Printed

The statements contained in this job are not necessarily all inclusive; additional duties may be assigned and requirements may vary from time to time.
