**VACANCY - MAINTENANCE MANAGER - KEIGHLEY**

PFF Packaging Group are a well-established medium sized manufacturing company with sites based in Keighley and Sedgefield. The company manufacture plastic packaging mainly for the food industry and have extrusion, thermoforming machines based at Keighley. We are the largest independent company in our field and have a growing product base which is supplied to various retailers throughout the UK.

A great opportunity has arisen for a Maintenance Manager to join a well-established, plastic packaging manufacturer who are the largest independent company in our field. The company have a growing product base which is supplied to various retailers throughout the UK. The role requires a candidate who is highly qualified and have strong knowledge of manufacturing.

MAIN PURPOSE

Reporting into the General Manager, the main purpose of the role will be to lead the site Maintenance function in providing both a reactive and pro-active, multi-skilled maintenance service on all operational equipment and facilities infrastructure and executing long-term strategic plans. Responsible for planned scheduling and adherence and timely completion of work carried out. Increase the site operational effectiveness, improve on project delivery and reduce downtime, driving KPI’s, ensuring Health & Safety and Environmental requirements are adhered to.

Key Responsibilities:

Strategy and Development

* Contribute to the creation and implementation of best practice maintenance vision, strategy, policies, processes and procedures to aid and improve operational performance.
* Contribute to new business initiatives and projects and review and communicate the impact on Maintenance activities.

General Duties and task Management

* Ensure that Health, Safety and Environmental requirements are adhered to as well as the procedures and documentation for the Food packaging BRC accreditation required for our customers.
* Implement and manage continuous improvement and modern manufacturing principals by highlighting deficiencies and recommending changes in training, working practices and processes to aid and improve operational performance.
* Manage the process of the introduction of new machinery, plant, and services from drawing up the specifications, to managing suppliers through to full installation in collaboration with the relevant parties.
* Develop a Planned Maintenance (PPM)schedule, ensuring full preventative maintenance is carried out, plan in missed maintenance activities, and lead and monitor the team to ensure delivering on time and effectively.
* Ensure routine calibration and maintenance requirements of a variety electro-mechanical, hydraulic, and pneumatic systems are undertaken.
* Develop a clear accountability for maintenance material spend combined with a strategy to manage expenditure.
* Audit and ensure compliance of the engineering data systems.
* Ensure all contract of services is up-to-date and completed when required in timescales agreed.
* Ensure that designated buildings, plant, and facilities are fit for purpose and to provide proactive support/solutions when required.
* Develop clear accountability for maintenance material spend combined with a strategy to manage expenditure.
* Work as part of the Management team to share ideas and improve operation, recommending, supporting and implementing continuous improvement activities as well as process and procedures
* Attend various meetings with production and planning, communicating actions and instructions to team.
* Perform root cause analysis and resolve problems quickly and cost effectively.
* Produce written reports and make presentations where necessary.
* Stay current and up to date on any changes that may affect the supply to deliver projects, including the engagement of external resources as required.
* Conduct risk assessments of processes and tasks in the department.
* Manage contractors on site and ensure they meet legal and company requirements

People Management

* Manage, coach and develop a high performing maintenance team, who meets agreed objectives, and which delivers best practice results, added value and continuous improvements.
* Set department objectives/KPIs and review amend assess ongoing performance of direct reports.
* Report on achievement of targets and identify any actions required.
* Consistently promote high standards through personal example and roll out through the team so that each member of the team understands the standards and behaviours expected of them.
* Communicate KPIs form the strategic annual plan so that each employee is aware.

Financial and Budget Control

* Input and hold responsibility for maintenance budget
* Prepare the annual Maintenance budget and forecasts and all Capital Expenditure proposals as well as ensuring compliance with legal standards. Manage the budget from identification to completion of projects.

Self-Management

* Support, comply and ensure complicity with Health & Safety regulations, the Company Handbook, Quality and Environmental standards, and all other company policies and procedures.
* Work as part of the management team to share ideas and improve operation, recommending, supporting and implementing continuous improvement.
* Develop and maintain strong relationships with internal and external stakeholders to ensure optimal performance.
* Recommend solutions without compromising quality or service, while optimising costs

The successful candidate should have the following requirement/skills:

* Relevant manufacturing/engineering degree, or HND, BTEC Professional Level 5 Award or equivalent.
* A minimum of ILM 5 or equivalent management qualification an advantage
* Preferably experienced in a high-speed, high-volume manufacturing environment (plastic packaging environment an advantage)

Job Types: Full-time, Permanent

Salary: From £42,500 to £45,000 per year

Our benefits include:

* 25 days holiday plus bank holidays
* A contributory Pension Scheme once you have been employed for three months
* 2 x Life Assurance, Critical Illness Cover and a Health Cash Plan Scheme which covers dental, optical, mental health and well-being after 6 months employment.
* We also have free hot drinks available during break periods.
* On-site parking
* Free uniform and PPE

An up-to-date CV must be provided with current contact details (telephone numbers and email address) to allow us to contact you. Please email: recruitment@pff.uk.com

Due to the expected high number of applications, we will be unable to acknowledge each application although all will be reviewed when received so we can build a shortlist of potential candidates. If you are one of those shortlisted, we will be in touch to provide further information (via the email address or telephone number you submit on your CV).