

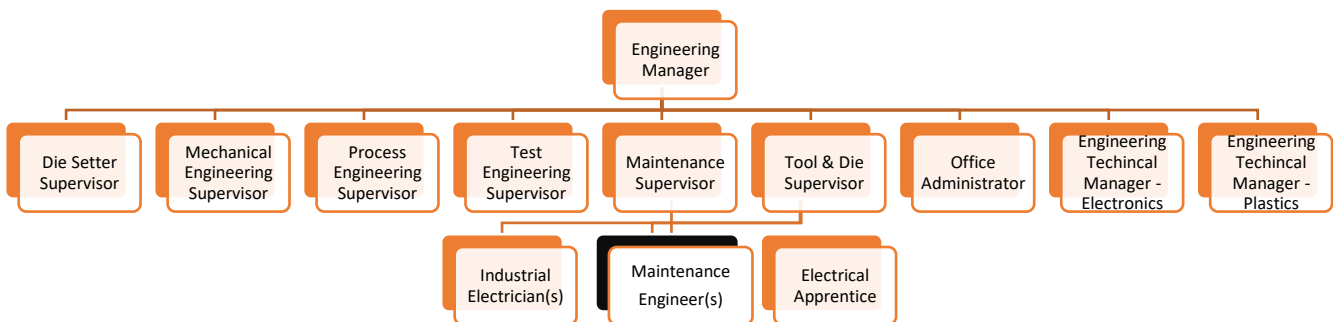
## POSITION DESCRIPTION

<b>Position Title: Maintenance Engineer</b>	<b>Direct Manager: Maintenance Supervisor</b>	
<b>Budget Responsibility: Nil</b>	<b>Direct Reports: 0</b>	<b>Indirect Reports: 0</b>

### WHAT YOU'RE HERE TO ACHIEVE

**Key purpose:** The Maintenance Engineer will be overseeing the maintenance and repair of equipment, facilities, and infrastructure to ensure optimal performance, reliability, and safety. In addition to supporting the Manufacturing departments maximizing available resources, achieving production schedules and delivery timelines to meet internal customer expectations.

### WHERE YOU'LL FIT IN #TEAMGALLAGHER



### WHO YOU'LL BE WORKING WITH

INTERNAL RELATIONSHIPS	EXTERNAL RELATIONSHIPS
All Gallagher employees including but not limited to; Manufacturing Supervisors and Production Manager's,	External Contractors and suppliers as needed.

## WHAT YOU'LL BE DOING

Key Accountability	Outcomes/ Expectations
<b>Main Duties</b>	<ul style="list-style-type: none"> <li>• Work well within a team environment,</li> <li>• Perform planned maintenance as per maintenance schedule,</li> <li>• Attend to breakdowns and be available to do call out duties,</li> <li>• Identify machine faults and condition and can show ability to make improvements,</li> <li>• Record hours worked using a computerized maintenance system – workmate,</li> <li>• Follow lean management systems and 5's standards,</li> <li>• Raising of purchase orders,</li> <li>• Gathering quotes for mechanical work,</li> <li>• Works to a high standard as per their mechanical qualifications.</li> </ul>
<b>Planning</b>	<ul style="list-style-type: none"> <li>• Plans ahead and is flexible,</li> <li>• Makes tough decisions to enable the department to be flexible to manage changes,</li> <li>• Effectively allocates resources to ensure jobs are completed on time,</li> <li>• Ensures the efficient use of their own time and the time of the team members to maximize productive hours.</li> </ul>
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Leads by example with integrity that demonstrates the behaviors valued by the organization, and inspires trust and confidence within the team,</li> <li>• Supports the growth and development of the team members,</li> <li>• Builds a team culture that values and supports exceptional service,</li> <li>• Ensures the organization's rules, policies and standards are actively promoted and adhered to as per the policy handbook,</li> <li>• Effectively communicates and supports the organizations initiatives,</li> <li>• Actively supports continuous improvement of all team activities in order to reduce the cost of production and increase throughput,</li> <li>• Can admit when mistakes were made.</li> </ul>
<b>Problem Solving</b>	<ul style="list-style-type: none"> <li>• Drives the application of Practical Problem Solving (PPS) as a form of problem solving using the major breakdown A3,</li> <li>• Promotes the use of root cause analysis when dealing with problems,</li> <li>• Encourages a culture of all staff making suggestions and ideas on improvements,</li> <li>• Is flexible and can adapt to changes,</li> <li>• Can effectively participate 'whiteboard' meetings.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Can effectively listen and communicate with all members of staff within the organization.</li> </ul>

Including any other duties not specified that may be required to complete the role, and as requested by the Reporting Manager.

## HOW YOU'LL BE DOING IT

### **Qualifications and / or Experience:**

- Degree or Technical certification in Engineering / Maintenance or related field, with a current NZ registered electrical practicing license. (E.S.T)
- 4 years' previous experience working as a Trade qualified engineer working within a manufacturing environment.

### **Skills / Competencies:**

- Ability to forward plan and to be able to fully think through any situation.
- Works collaboratively with, supervisors, and managers,
- Can do and will do it now attitude,
- Energy to work at pace,
- Proven passion for customers,
- Follow through on commitment to promises,
- Ability to work unsupervised,
- Effective time management to ensure completion of all assigned tasks,
- Proven communication skills (verbal and written),
- Excellent accuracy and attention to detail,
- Strong planning and organisational skills,
- Strong numeracy, technology, and IT skills,
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### **Skills / Competencies Desirable:**

- Good knowledge of hydraulics, pneumatics machining and fabrication work,
- Working knowledge of Excel, SAP.

# Protect what matters most.

Our purpose and our values apply to our extended Gallagher family including our employees, customers, partners and community.

