

## **JOB TITLE: Facilities and Maintenance Manager - Pensacola, Florida**

**GENERAL SUMMARY** The Facilities Manager supervises the Facilities, Maintenance, and Metrology resources to result in stable and 100% availability of Facility/Utility infrastructure services and Production Equipment to support Production/Operations activities. Aspects of this include: •Management of preventive, predictive, and corrective maintenance activities of production equipment and plant utility systems (electricity, water, sewer, natural gas) to provide 100% within specification uptime to Production operations.

- Management of utility services including:
  - Monitoring utility (electricity, water, sewer, natural gas, telecom) services, raw usage, rate, normalized for production usage to identify patterns and areas to target for improvement initiatives,
  - Analysis of rate, usage patterns, and overall cost including negotiation with business representatives of utilities to provide the most advantageous rate structure,
  - Continuous improvement initiatives to reduce usage and normalized cost of utilities. •Management of Housekeeping services with respect to:
    - Specific services to maintain environmental clean production and laboratory areas.
  - Management of Facility waste removal including,
  - Non-hazardous waste removal of multiple waste streams
  - Recycled waste removal stream.
- Assisting Engineering Manager with Management of departmental budget including;
  - Projection of utility usage/cost based on input from Planning/Operations,
  - Projection of utility rate and cost structure changes,
  - Projection of overtime required to complete Facilities and equipment maintenance and instrumentation calibration services to allow for Production time needs.
- Support of other departments (R&D, Quality, etc.) within the Company's facility.
- Design and support of production equipment and facility infrastructure, maintenance and troubleshooting of facility and production equipment and systems, process quality improvements.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Maintains the operation and condition of
  - Chillers systems, including both rotary scroll and centrifugal systems,
  - Air Handling Units (AHU's), including Direct Exchange (DX) cooling units,
  - Fire tube and water tube boilers and boiler support systems including surge tanks, boiler feed pumps, chemical feed systems, and de-aerator systems.
  - Regenerative Thermal Oxidizers (RTOs) and Thermal Oxidizer (TO) systems,
  - Facility Housekeeping services with respect to production and laboratory areas.
- Manages plant process control systems including computer hardware and software.
- Establishes and monitors Key Performance Indicators (downtime, process yield/scrap, and Cpk) and continuously improves performance.
- Coordinate departmental resources with other departments and R&D to support capital and expense upgrades to production equipment.
- Monitor, analyze, and improve facility infrastructure using internal and external engineering resources in order to reduce operating expenses, facilitate growth, and minimize downtime.
- Develop, implement, and monitor metrology procedures to ensure compliance to ISO standards.
- Active participation in and approval of equipment turnover (IQ) from R&D, Advanced Engineering, Product or Process Engineering.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of engineering fundamentals as typically acquired by completion of a Bachelor of Science/Arts (BS/BA) in engineering, technology, or other technical discipline or equivalent field and, additionally, eight or more years of experience in Facilities Management or Facilities Maintenance.
- Certified Facilities Manager (CFM) or equivalent (preferred),

- Certified Energy Manager (CEM) or equivalent (preferred),
- Professional Engineer (PE) license (optional).
- 7 or more years of progressive experience in the following functional areas:
  - Machinery maintenance,
  - Manufacturing Engineering,
  - Process and/or Quality Engineering,
  - Research & Development (R&D) support.
- Knowledge of Automation Systems and concepts including process instrumentation, programmable logic controller (PLC), logic and Human Machine Interface (HMI) applications.
- Ability to justify, design, procure, install and qualify production equipment. This includes scope definition, justification, budgeting, project planning, implementation, qualification, and turn over. • Knowledge of good manufacturing practices (GMP's) and procedures, ISO9000 and other regulatory requirements and how they impact manufacturing.
- Proficiency in the use of the latest versions of the following software packages or equivalent:
  - Microsoft Word, Excel, Access, PowerPoint, and Project (required),
  - MP2 or equivalent Computerized Maintenance Management System (CMMS) (preferred),
  - Minitab and/or Quality Analyst (preferred),
  - AutoCAD, any version (optional).
  - Wonderware Human Machine Interface (HMI) or equivalent (optional).
- Demonstrated ability to prioritize multiple projects and employees in order to achieve goals and objectives. This includes the ability to determine key requirements of a task, developing specific milestones, resource allocation, use of six sigma methodologies, and follow up to ensure completion.

#### REPORTING RELATIONSHIPS

Reports to: Engineering Manager, Directs Work of: Production Maintenance, Facilities Maintenance, Metrology

Contact Jay Thompson Practice Director PinPoint Solutions W: 919-535-8974 C: 919.345.8514 [jay@pin-pointsolutions.com](mailto:jay@pin-pointsolutions.com)