



*michigan agricultural commodities, inc.*

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## **Job Description: Maintenance Supervisor**

### **Position Summary**

Michigan Agricultural Commodities is seeking a full-time Maintenance Supervisor for our thumb market, working out of both our Marlette and Brown City locations. This role will provide a unique opportunity to work at two locations offering a variety of services to customers. MAC is a progressive leader in the grain industry, continually investing in our facilities and employees to expand our footprint across Michigan. The ideal individual for this role will have experience or interest in grain operations, demonstrating a desire to utilize skills to positively impact the company and customers.

**Scope of Responsibilities:** Maintenance Supervisor is a hands-on job and will lead by example. Must work in coordination with peers and supervisors to successfully complete daily facility maintenance. Daily maintenance includes (but is not limited to) maintaining all grain handling equipment, vehicle maintenance and wheeled equipment maintenance.

### **Job Requirements:**

- **Safety:** It is the policy of MAC to provide a safe and healthy workplace. The ability to perform all tasks in a safe manner and in accordance with company policy is essential. All company policies and procedures to be followed. It is essential to perform tasks in accordance to MAC safety procedures and ensure MIOSHA guidelines are followed.
- Coordinates with Facility Manager and/or Operations Manager to successfully complete daily facility maintenance
- Understand how grain handling equipment works and its necessary components to be able to understand when maintenance is needed
- Build and/or fabricate equipment and equipment accessories necessary for grain/dry bean/agronomy departments
- Order parts necessary to complete maintenance projects
- Log all maintenance work in company database
- Make recommendations for equipment repair and provide a list of material needed to complete maintenance
- Conduct maintenance projects according to proper housekeeping procedures set forth by MAC
- Direct other maintenance personnel on daily maintenance
- Assist with loading railcars
- Assist in grain operations as needed, including putting out and picking up piles
- **Housekeeping:** Proper housekeeping is important for safe operations. Dust control inside and outside the plant must be maintained at minimal levels. Spilled product must be cleaned up as soon as possible and returned to inventory or moved to a safe area.
- Facility appearance is also very important and steps should be taken to maintain and enhance this.
- **Physical Requirements:** Physical condition must not limit the ability to climb (highest point 200'), lift at least 100#, or get in and out of confined spaces which is necessary to perform the basic tasks of this position. Some operations require the wearing of protective gear that may seem heavy or restrictive. Good vision and hearing are essential to personal safety and the safety of co-workers.
- **Other tasks as assigned**

**Desired Skills/Competencies**

- Welding and fabrication
- Mechanically minded, including ability to use necessary tools and machines
- Comfortable working in variable weather conditions
- Problem solving and basic computer knowledge
- Ability to work with a team
- Minimum high school degree required
- Required: must be able to pass a comprehensive background check and substance screening.

\*This job description should not be construed as an employee contract. Management retains the right to employ-at will.

\*Michigan Agricultural Commodities is an equal opportunity employer dedicated to a policy of nondiscrimination in employment on the basis of race, color, religion, sex, national origin, age, disability, veteran status, genetic information, or other group status protected by Federal, State, or local laws.