

LEADERSHIP POSITION



MAINTENANCE SITE LEADER

In 1985, Mike and Kim Crabb founded Diamond C with a small team and a big dream. Over the years, the company has grown significantly, now employing over 900 team members. Diamond C remains a family-owned and operated business, with a strong emphasis on our foundational “Do Work, Love Strong” culture, which is based in Mt. Pleasant, TX.

We are unwavering in our commitment to more – more process improvements, more sustainable manufacturing, and more opportunities for our team. Our purpose is to fuel the growth and success of our team members, customers, and community. We're dedicated to being a positive force for change and using our expertise to make a meaningful impact on our community abroad. This role is located in Mount Pleasant, TX 75455

Purpose:

At Diamond C, our purpose is to fuel the growth and success of our team-members, customers, and community abroad. We're committed to more – more process improvements, more sustainable manufacturing, and more opportunities for our team. As the Maintenance Site Leader you will plan, direct, and coordinate the activities of the maintenance team while facilitating efficient manufacturing. . The role will build effective relationships with dealers across the nation and have a strong focus on our foundational “Do Work, Love Strong” culture.

Shift & Schedule: Monday-Friday 8:00am-5:00pm

Responsibilities:

- Prepare maintenance schedules in line with the organization's maintenance goals and monitor PM compliance.
- Frequently inspect facilities to proactively detect potential problems and recommend the necessary repair or maintenance.
- Provide support and advice during staff recruitment and ensure the proper onboarding and training process.
- Oversee and enforce good record-keeping practices (be it pen and paper or CMMS software like MaintainX).
- Generate work orders, enter comprehensive job details, and assign work to qualified team members.
- Occasionally inspect the quality of performed maintenance work.
- Communicate policies, procedures, and any updates to maintenance staff.
- Check that every single job is executed on time, to the budget, and without compromising users' safety.
- Work closely with vendors, outsourced service providers, and contractors to protect the interests of the facility.
- Keep an eye on materials and spare parts inventory.
- Help with the development of maintenance procedures and proactive maintenance programs like preventative maintenance.
- Recommend upgrades, overhauls, and other changes to major systems and equipment.
- Actively participate in projects (e.g. remodeling or renovation).
- Actively discuss staff-related challenges with senior management.
- Help out with day-to-day equipment maintenance work when needed.
- Check that the premises are safe and not in violation of any regulations.
- Communicate directly with building occupants to resolve service requests.
- Adhere to Team Leaders roles and responsibilities.

Qualifications:

- Minimum of 3 years' experience in Operations and Maintenance.
- Experience in being a change agent in complex transformational activities.
- Excellent leadership and supervisory skills.
- Extensive knowledge of building systems such as plumbing, electrical, and HVAC.
- Excellent analytical and problem-solving skills.

Benefits:

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| • Medical | • Physical Wellness Program |
| • Dental | • Paid Maternal/Paternal Leave |
| • Vision | • Tuition Reimbursement Program |
| • Long and Short Term Disability | • 401(k) & Company Match |
| • Employer Paid 25K Life Insurance | • Scholarship |
| • Other Supplemental Policies | • Bonus opportunity |