



## **MAINTENANCE MANAGER**

**Salary: R42 444.00 per month (basic excluding benefits)**

### **JOB PURPOSE**

Direct the integrated facility maintenance and repair operations for the company's main premises. Direct the activities of the Artisans as well as the relevant maintenance contractors and their staff, ensuring the timely and accurate delivery of services, to include preventive and predictive maintenance, planned system overhauls, and on-call repair services. Facilitate the design and implementation of facilities system repair and replacement solutions.

### **DUTIES AND RESPONSIBILITIES**

Establish and implement preventative maintenance programmes for all infrastructure including buildings, electrical distribution networks, water supply, banana ripening, cold rooms (ammonia) etc. Manage the reactive and emergency break downs. Manage an internal team of maintenance support staff. Decide which work needs to be contracted out (through the procurement department) and ensure competent effective and timeous completion of such work. Take responsibility for maintenance budget. Direct and coordinate the activities of artisans and service contractors in the provision of comprehensive facility maintenance and repair services, develop production metrics and monitor division progress in supporting corporate goals. Administer maintenance service contracts to assure compliance with job specifications and adherence to unit cost agreements. Direct performance of in-house workforce and audit and control expenditures of assigned cost centers; monitor quality of work to ensure adherence to company and industry standards and compliance with governmental, provincial and municipal laws, regulations, and guidelines. Oversee the management of a large, diverse trade workforce, to include project prioritization and management, and work/resource allocation; set productivity, quality, and timeline goals and standards, and evaluate effectiveness. Continually assesses the performance of artisans and the job skill base of all technical staff. Interact with company managers, and other stakeholders and advice user departments on maintenance services. Develop and implement policies and procedures that support the pursuit of department strategic goals and objectives and are consistent with overall policies ensuring the efficient and safe operation of the unit. Establish, implement, and direct an extensive and comprehensive companywide preventive, predictive and planned maintenance program; set up the program, ensuring the automated work-order management system; support the program through maintenance notification, delinquency tracking and activity checklists. Establish and direct annual maintenance programs, to include testing/overhaul of heating and refrigeration systems and associated control systems, as well as related facility systems. Continuously survey and assess user satisfaction with on-call facility repair services; identify shortcomings in responsiveness, quality of repairs, and user communications; take prompt, positive action to maintain high levels of service. Analyze and facilitate professional studies on trends in large-scale company maintenance and build renewal programs. Manage the day to day operation of the maintenance unit. Work closely with the procurement department to ensure that the necessary services and goods are procured and maintenance contracts are concluded with required service providers. Oversee the services rendered by these contracted service providers. Perform miscellaneous job-related duties as assigned.


### **QUALIFICATIONS**

- Degree / National Diploma in Built Environment / NQF level 7
- Minimum of 5 years relevant experience

**Joburg Market is an equal opportunity employer. All appointments will be made in accordance with Joburg Market Employment Equity Policy. Employer has the right not to make an appointment. Please forward all applications to [maintenance-manager@joburgmarket.co.za](mailto:maintenance-manager@joburgmarket.co.za). Please note all CV's must have attached the Following: Cover Letter, Certified copy of ID and supporting Qualifications, if not your application will be rejected. Regret no CV's will be accepted by hand. Please take note if not contacted after 4 weeks of closing date, consider your CV as unsuccessful. NO APPLICATION FORM MUST BE COMPLETED.**

**N. B. Applicants from Historically Disadvantaged Individuals (HDI) are encouraged to apply.**

**The closing date is 07 April 2022 at 12:00 pm**

 29/03/2022