

ABOUT HELIENE

Heliene is a fast-paced entrepreneurial company growing rapidly in a highly desirable industry, with a mission to be part of the solution to climate challenges and contribute to a better planet.

Heliene has taken the challenge to help the world reduce its reliance on fossil fuels, by striving to be a leader in renewable energy. We are a manufacturer of high efficiency and high-quality solar modules. Our modules are produced on state-of-the-art solar manufacturing lines in Ontario-Canada, Minnesota-USA, and at manufacturing partners around the world.

Customer First is more than a slogan. It's the guiding principle of our business, a core value, and the cornerstone of our company culture.

WHY JOIN HELIENE

We are looking for talented and motivated people that want to help us shape the solar industry. Under an experienced leadership team, we provide growth opportunities, intellectual challenge and a flexible, collaborative company culture.

We offer a competitive salary, comprehensive benefits, including health, dental, vision (100% employer paid for employees and 50% co-pay for spouse/dependents), life insurance, paid time off and retirement plans.

THE POSITION

Job Title:	Manufacturing Maintenance Supervisor
Position Status:	Full Time
Department:	Maintenance
Supervision Received:	Maintenance Manager
Supervision Exercised:	Manufacturing Maintenance Technicians (MMT)
Location:	Mountain Iron, Minnesota

A.	Large Production Machinery Maintenance	55%
B.	Supervision of Manufacturing Maintenance Technicians	25%
C.	Administrative	10%
D.	Other Duties as Assigned	10%
TOTAL		100%

The Manufacturing Maintenance Supervisor will provide maintenance and performance support for large production machinery. Tasks will include basic preventative maintenance, breakdown maintenance, and reporting. The Supervisor is responsible for determining the severity of damaged machine parts to determine whether major repairs are necessary while maintaining a safe work environment. Under the

direction of the Maintenance Manager, this position will perform all MMT duties in addition to supervising the Manufacturing Maintenance Technicians.

Duties include:

- Implement the preventative maintenance program for production machinery and equipment as directed by the Manager.
- Diagnose, repair, or replace faulty electronic components, such as printed circuit boards.
- Diagnose malfunctioning apparatus such as motors and lighting fixtures and replace damaged or broken wires and cables.
- Identify and analyze equipment or machinery failures and take corrective actions.
- Ensure the facilities' equipment and machines are maintained properly and are working correctly.
- Repair and troubleshoot pneumatic and electrically controlled systems.
- Become proficient within all areas of the production line.
- Thoroughly clean machines and machine parts, removing parts and reinstalling as necessary.
- Identify the cause of unexpected breakdowns of machines.
- Make necessary modifications and implement test runs.
- Prepare reports documenting work performed, reports and records of damaged, worn, or broken parts.
- Supports the development of internal SOPs as well as manuals and guides for other departments on equipment.
- Evaluates jobs in process and on completion to ensure production needs meet safety and work quality expectations.
- Provides technical training to management and other team members, as directed by Maintenance Manager.
- Manage time, attendance and employee relations for MTTs within area of responsibility.
- Communicate with MTTs on a regular basis to make them aware of priorities, targets and operational requirements.
- Support with recruitment and training of staff as well as monitor performance and progress to ensure targets are met.

Minimum Qualifications:

Degree from a vocational or community college with related coursework on electrical, mechanical, or equivalent education with four (4) years related work experience and two (2) years of supervisory/leadership experience or an equivalent combination of education, training, and experience.

- Thorough understanding of OSHA and EPA regulations as they pertain to plant operation and maintenance.
- Ability to understand and operate the systems and equipment used at the facility.
- Ability to perform and analyze various system checks.
- Excellent organizational skills.

- Ability to prioritize tasks.
- Excellent verbal and written communication skills.
- Ability to follow instructions from supervisors or senior maintenance workers.
- Ability to use hand tools and power tools.
- Excellent time management skills.
- Ability to read blueprints and schematics.
- Extensive knowledge of electrical systems and wiring.
- Proficient in the use of test meters and other diagnostic equipment.
- Mechanically inclined with great analytical and problem-solving skills.
- Ability to work in a fast-paced and stressful environment.
- Must have a valid driver's license and reliable transportation.
- Must complete record check and drug screening prior to employment.
- Must be able to access and navigate all areas of the production facility.

This position is identified as a Safety Sensitive Position.

Physical Requirements:

- Must be able to see color to discern color-coded wiring.
- Prolonged periods of standing, kneeling, bending, and climbing ladders or scaffolding.
- Must be able to lift up to 50 pounds at a time.
- Able to bend, stretch, push, pull, and move as needed to reach, clean, and service machinery.

Compensation Package:

- Salary: \$29.00 - \$39.00/hr
 - Night Shift premium: \$1 per hour
- Benefits + 401K
- 12-hour shifts, 4 on 4 off

Qualified applicants should submit a cover letter and resume to [Career Center](#).

All applicants must be legally eligible to work in the United States of America.

Heliene is strongly committed to fostering diversity and inclusivity within our organization. We are an equal-opportunity employer and a Fair Chance Employer. Heliene invites and encourages applications from all qualified candidates from equity-deserving groups, and all qualified applicants will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age or veteran status.

Currently, Heliene USA is not accepting applicants that require sponsorship.