



714 Ashley Street, Box 212
Foxboro, Ontario, K0K 2B0
www.donmac.net

Donmac Precision Machining Inc.

Production Machine shop looking for:

Maintenance Manager

Millwright, Electrician, Machinist, Mechanic

WHO IS DONMAC:

We are a growing manufacturing business with Big customers. We machine and assemble components that are used in mission critical applications like medical and defense industries. In the last two years we have doubled our sales, doubled our physical footprint and doubled our shop staff with seasoned and next generation skills. We have outfitted our plant with the latest in CNC Swiss mill-turn production equipment and custom-built assembly stations to produce high quality, high quantity components.

WHO YOU ARE:

You work cooperatively with others across the organization to achieve production needs. You ask the right questions to accurately analyze situations and acquire data from multiple and diverse sources when solving problems. You provide timely and helpful solutions to others. You maintain relationships with various departments and our outside service providers. You identify and create the processes necessary for continuous improvement within our growing business.

POSITION SUMMARY:

We are seeking a multi-skilled individual to take over the completion and organization of a variety of machine maintenance and technical tasks. This position will need experience in small intricate work, building maintenance, mechanical and electrical repair. This individual will also be responsible for reaching out and working with outside service professionals when required.

The overall responsibility of this person is to ensure that the building and equipment meets the requirements needed to produce and deliver our finished product.

WHATS IN IT FOR YOU

- Monday – Friday schedule. Flexible or part time hours can be negotiated.
- No Shift work.
- Overtime is available.
- Bright, clean, friendly environment with free coffee
- Boot, eyewear and group health plans
- Top industry salary offered based on experience and performance

JOB ACTIVITIES

- Organize, perform/delegate, and record all equipment and building maintenance
- Perform odd jobs throughout plant including but not limited to carpentry and 5S initiative tasks
- Assist in materials and equipment handling
- Estimate durations of development, fabrication, construction and repair tasks
- Document and create work instructions for all regular maintenance
- Other duties as required

SKILLS REQUIRED

- Technical ability to troubleshoot, repair and perform maintenance on a variety of industrial equipment including CNC machines, conventional machining equipment, fork trucks, compressors, pneumatic and electrical controls
- Proficient with Windows Word, Excel, Outlook
- Good housekeeping and organizational skills
- Keen attention to detail
- Dexterity to work with fine/detailed equipment and product
- Machinery, fork truck operation and heavy rigging experience an asset
- Welding experience an asset

EDUCATION OR CERTIFICATION REQUIRED

- Basic math and science knowledge
- Trade certification or experience in electrical, machining or millwrighting
- Experience in a manufacturing or industrial environment working with machining equipment or assembly equipment is an asset
- Grade 12 or equivalent and any post secondary school training in manufacturing, metalworking, machining, tool and die, drafting or similar is an asset
- Hobbies that include attention to detail and fine dexterity is an asset.

OTHER REQUIREMENTS

- Mandatory criminal background check
- Must be a Canadian citizen
- English language required
- Be interested in a long term, rewarding career

Apply by emailing your resume to hr@donmac.net

Due to number of applicants only the successful candidates will be contacted.

