

JOB DESCRIPTION

JOB TITLE

Facilities Maintenance Supervisor

JOB OVERVIEW

The Facilities Maintenance Supervisor is responsible for maintaining the facility and equipment at a 5-acre greenhouse that cultivates medical marijuana plants. The Facilities Maintenance Supervisor must ensure that the overall facility and the equipment used in cultivating, harvesting, hanging, curing and packaging meets quality standards in terms of operating efficiently and without loss of productivity or plant integrity. This essential position is responsible for varied duties that include installing, troubleshooting, repairing and preventive maintenance of facility equipment. The Maintenance Supervisor will also ensure the facility itself is maintained in terms of repairs or enhancements.

REPORTS TO:

Lead Grower

ESSENTIAL RESPONSIBILITIES AND DUTIES

- Provide highly diversified duties to repair and maintain greenhouse production equipment.
- Perform mechanic skills including, but not limited to, mechanical, electrical, pneumatic, hydraulic and troubleshooting.
- Read and interpret equipment manuals and work orders to perform required maintenance and service.
- Diagnose problems, replace or repair parts, test and make adjustments.
- Perform regular preventive maintenance on machines, equipment and greenhouse facility.
- Basic plumbing and carpentry skills may be needed.
- Use a variety of hand and power tools, electric meters and material handling equipment in performing duties.
- Detect faulty operations, defective material and report those and any unusual situations to lead grower.
- Comply with safety regulations and maintain clean and orderly work areas.
- Comply with security regulations and company's standard operating procedures.
- Create work lists that are prioritized by the Director of Operations.

QUALIFICATIONS

QUALIFICATION REQUIREMENTS:

- Strong understanding of mechanical processes and intuitive knowledge of how to solve mechanical issues.

- Self-starter who initiates tasks to maintain and improve the physical environment; resolves issues before they become an emergency.
- Strong sense of urgency when mechanical problems arise or when directed to perform a task.
- High level of integrity and a strong work ethic.
- Strong interpersonal skills; team player.
- Demonstrated ability to work comfortably and effectively within a diverse, multicultural, multigenerational environment.
- Must be able to pass state-approved online training course.
- Must be 18+, with a valid State ID, with no violent crime or controlled substance felonies and able to pass additional background screening.

EDUCATION/ EXPERIENCE:

Required: High School Diploma or equivalent

Work Experience: 3 to 5 years in general maintenance position.

LANGUAGE SKILLS:

Ability to read, write and speak English fluently.

Ability to read and interpret documents such as standard operating procedures, employee handbook and other company documents.

OTHER SKILLS, ABILITIES AND/OR TRAINING:

- Strong work ethic and willingness to work hard to ensure the facility and equipment are 100% operational at all times.
- Experience in troubleshooting a wide variety of mechanical problems and resolving those problems with effective solutions.
- Integrity and respect toward others.
- Ability to preserve confidentiality of information.
- Ability to work as part of a team to achieve company goals.
- Ability to work weekends on an occasional basis.
- Ability to work extended days on an occasional basis.
- Ability to work daytime or evening hours.
- Personal transportation is required.

PHYSICAL REQUIREMENTS

The Facilities Maintenance Supervisor position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling and climbing all day. The physical demands

described below are representative of those that must be met to successfully perform the essential responsibilities and duties of this job.

Regularly required to do the following activities:

- Extensive walking throughout expansive greenhouse environment.
- Standing for long periods without a break.
- Ability to lift 30 to 40 pounds and carry a distance of one hundred feet.
- Use hands to finger, handle, and/or feel; the ability to type, pick, pinch with fingers, seize, hold, grasp or turn with hands and perceive attributes of objects and materials such as size, shape, temperature, or texture, by touching with fingertips
- Maintain balance while walking, standing or crouching.
- Twist upper torso.
- Reach up and out with hands and arms.