Maintenance Planner Job Description

Our innovative and growing company is looking to fill the role of maintenance planner. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for maintenance planner

- PM and Standard Job Plan Development
- MRO Supply Chain Coordination
- Creation of purchase requisitions for planned work
- · Creation of stock reservations for planned work
- Assist Storeroom function in the kitting and staging of job material requirements
- · Gantt charts and critical path analysis it it's need it
- Development of Planner reference systems including a file of Planned Job Packages for recurring jobs, plus labor and material libraries for each piece of equipment
- · Identifies recommendations and or areas for improvements
- · Ensure the established schedule is communicated to all plant stakeholders
- Serving as the owner of the plant work order system and scheduling process for PM, active work orders capital and improvement projects work orders

Qualifications for maintenance planner

- Must be at least a grade 8 mechanic (for internal candidates) or possess equivalent experience (for external candidates)
- Estimate time for work orders
- Monitor, update, and maintain all spare parts between the Maintenance Department and the Stock Room
- To timely, communicate with the customers on requested work and equipment availability and coordinate with the appropriate shift required work that is to be performed and period available to complete work
- Assist with maintenance departmental system documentation, updating prints, and (paper/electronic) files
- · Previous experience in maintenance planning preferred

Job Description Maintenance Planner

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Job Description Maintenance Planner:

Maintenance Planning, Scheduling, and Coordination Don Nyman, Joel Levitt, 2001 Well planned properly scheduled and effectively communicated jobs accomplish more work more efficiently and at a lower cost This work will disturb operations less frequently and be accomplished with higher quality greater job satisfaction and higher organizational morale than jobs performed without proper preparation Maintenance Planning Scheduling Coordination focuses on and deals specifically with the preparatory tasks that lead to effective utilization and application of maintenance resources It is a vital training document for planners an educational document for those to whom planners are responsible and a valuable guide for those who interface with the planning and scheduling function and are dependent upon the many contributions of planning and scheduling operational excellence Mine Maintenance Management Reader Paul D. Tomlingson, 2007 The Mine Maintenance Management Reader is an indispensable handbook for maintenance managers and supervisors and mine and plant managers in heavy industry Virtually every aspect of this essential function is addressed from organizing maintenance around a plant level production strategy to how maintenance professionals can provide a road map for creating a more efficient organization These critical big picture issues are brought to life through engaging vignettes of maintenance men and women dealing with real life day to day problems and concerns You ll learn how Charlie a plant manager gets into trouble when he adopts a team approach to maintenance without doing his homework You ll see how Vivian a haulage truck driver sets a new standard for the quality of preventive maintenance inspections And you ll read how Jerry a general manager establishes responsibilities for maintenance support that increase the production capacity and profitability of his mining operation Author Paul D Tomlingson draws on his 35 years of maintenance management consulting experience to craft these compelling yet highly instructional stories Each reveals a powerful lesson providing you with ideas and techniques to help solve maintenance problems you may be grappling with today *Maintenance Planning and Scheduling* Timothy C. Kister, Bruce Hawkins, 2006-05-10 This is a hands on reference guide for the maintenance or reliability engineer and plant manager As the third volume in the Life Cycle Engineering series this book takes the guiding principles of Lean Manufacturing and Maintenance and applies these concepts to everyday planning and scheduling tasks allowing engineers to keep their equipment running smoothly while decreasing downtime The authors offer invaluable advice on the effective use of work orders and schedules and how they fit into the overall maintenance plan There are not many books out there on planning and scheduling that go beyond the theory and show the engineer in a hands on way how to use planning and scheduling techniques to improve performance cut costs and extend the life of their plant machinery. The only book that takes a direct look at streamlining planning and scheduling for a Lean Manufacturing Environment This book shows the engineer how to create and stick to effective schedules Gives examples and templates in the back of the book for use in day to day scheduling and calculations Maintenance Planning and Scheduling Handbook 3/E () (Doc) D. D. D.

Palmer, 2012-09-12 The fully updated industry standard guide to maintenance planning and scheduling Written by a Certified Maintenance and Reliability Professional CMRP with more than three decades of experience this thoroughly revised resource provides proven planning and scheduling strategies that will take any maintenance organization to the next level of performance The book covers the accuracy of time estimates the level of detail in job plans creating schedules staging material utilizing a CMMS and more all designed for increasing your workforce without hiring Maintenance Planning and Scheduling Handbook Third Edition features major additions to the business case for planning and scheduling new case studies an expanded chapter on KPIs with sample calculations a new chapter on successful outage management and a new appendix illustrating how to easily conduct an in house productivity study New discussions reveal how the principles of planning and scheduling closely follow the timeless management principles of Dr W Edwards Deming and Dr Peter F Drucker This comprehensive guide delivers the experience advice and know how necessary to establish a world class maintenance operation Detailed coverage of The business case for the benefit of planning Planning principles Scheduling principles Dealing with reactive maintenance Basic planning Advance scheduling Daily scheduling and supervision Forms and resources The computer in maintenance How planning interacts with preventive maintenance predictive maintenance and project work How to control planning and use associated KPIs for planning and overall maintenance Shutdown turnaround overhaul and outage management Conclusion start planning **Benchmarking Best Practices in Maintenance Management Terry** Wireman, 2004 All the necessary tools to be successful Maintenance Planning and Scheduling Handbook, 4th Edition () (Doc) D. D. D. Palmer, 2019-09-13 The industry standard resource for maintenance planning and scheduling thoroughly revised for the latest advances Written by a Certified Maintenance and Reliability Professional CMRP with more than three decades of experience this resource provides proven planning and scheduling strategies that will take any maintenance organization to the next level of performance The book resolves common industry frustration with planning and reduces the complexity of scheduling in addition to dealing with reactive maintenance You will find coverage of estimating labor hours setting the level of plan detail creating practical weekly and daily schedules kitting parts and more all designed to increase your workforce without hiring Much of the text applies the timeless management principles of Dr W Edwards Deming and Dr Peter F Drucker You will learn how you can do more proactive work when your hands are full of reactive work Maintenance Planning and Scheduling Handbook Fourth Edition features more new case studies showing real world successes a new chapter on getting better storeroom support major revisions that describe the best KPIs for planning major additions to the issue of selling planning to gain support revisions to make work order codes more useful a new appendix on numerically auditing planning success and a new appendix devoted entirely to selecting a great maintenance planner Maintenance Planning and Scheduling Handbook Fourth Edition covers The business case for the benefit of planning Planning principles Scheduling principles Handling reactive maintenance Planning a work order Creating a weekly schedule Daily scheduling

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Engineers receive an expert guide for developing detailed actions including repairs alterations and preventative maintenance. The nuts and bolts of the planning estimating and scheduling process for oil and gas facilities. Step by step maintenance guide will provide long term results based operational services. Case studies based on the oil and gas industry. *Mine Maintenance Management* Paul D. Tomlingson, 1985. *Microcomputer-aided Maintenance Management* Kishan. Bagadia, 1987. *Effective Maintenance Management* E. T. Newbrough, 1967. **Labour Arbitration Cases**, 2002.

Pulp, Paper and Board Mill Maintenance Lockwood Trade Journal Company,1957 Maintenance Management of Public Works and Public Utilities United States. Naval Facilities Engineering Command, Airline and Railroad Labor and Employment Law ,2006 World Class Maintenance Management Terry Wireman,1990 This informative resource will aid plant engineers in organizing their maintenance function while minimizing maintenance activities and costs It will provide a framework of options allowing maintenance decision makers to select the most successful way for them to manage their specialty Labor Arbitration Information System ,1988 Techniques of Plant Maintenance and Engineering ,1966 Consists of proceedings of the Plant Maintenance and Engineering Conference formerly Plant Maintenance Conference

Complete Building Equipment Maintenance Desk Book Sheldon J. Fuchs, 1992 This manual presents 16 chapters packed with ideas checklists guides maintenance procedures and concepts that will enable you to improve your operation and get the maximum for every dollar spent Provided are proven ideas and techniques that can double triple or quadruple profits resulted from implementing a moderate cost effective equipment maintenance program Practical answers offer the best thinking of 21 experts in the field people who have been faced with the same problems you confront and found workable manageable solutions Collectively the cost saving equipment saving manpower saving examples have boosted the bottom line of actual companies by hundreds of millions of dollars

The book delves into Job Description Maintenance Planner. Job Description Maintenance Planner is a crucial topic that needs to be grasped by everyone, from students and scholars to the general public. This book will furnish comprehensive and indepth insights into Job Description Maintenance Planner, encompassing both the fundamentals and more intricate discussions.

- 1. The book is structured into several chapters, namely:
 - Chapter 1: Introduction to Job Description Maintenance Planner
 - Chapter 2: Essential Elements of Job Description Maintenance Planner
 - o Chapter 3: Job Description Maintenance Planner in Everyday Life
 - \circ Chapter 4: Job Description Maintenance Planner in Specific Contexts
 - ∘ Chapter 5: Conclusion
- 2. In chapter 1, this book will provide an overview of Job Description Maintenance Planner. The first chapter will explore what Job Description Maintenance Planner is, why Job Description Maintenance Planner is vital, and how to effectively learn about Job Description Maintenance Planner.
- 3. In chapter 2, the author will delve into the foundational concepts of Job Description Maintenance Planner. This chapter will elucidate the essential principles that must be understood to grasp Job Description Maintenance Planner in its entirety.
- 4. In chapter 3, this book will examine the practical applications of Job Description Maintenance Planner in daily life. The third chapter will showcase real-world examples of how Job Description Maintenance Planner can be effectively utilized in everyday scenarios.
- 5. In chapter 4, the author will scrutinize the relevance of Job Description Maintenance Planner in specific contexts. This chapter will explore how Job Description Maintenance Planner is applied in specialized fields, such as education, business, and technology.
- 6. In chapter 5, the author will draw a conclusion about Job Description Maintenance Planner. This chapter will summarize the key points that have been discussed throughout the book.
 - This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. It is highly recommended for anyone seeking to gain a comprehensive understanding of Job Description Maintenance Planner.

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