



MAINTENANCE SUPERVISOR

DEPARTMENT: Production

REPORTS TO: Maintenance Executive

BASE: No. 7, Street 4, VSIP 1, BINH DUONG

MAIN RESPONSIBILITIES

1. Be in charge of mechanical maintenance, mechanical and tooling setup
2. To provide technical support & anticipate production problems
3. Identify and resolve technical process problems related to materials, tooling and equipment capabilities
4. Able to do simple tooling, repair/modification
5. Coordinate with various departments or suppliers to resolve problems that may cause delays in manufacturing or to buy spare parts, equipments...
6. Monitor, supervise, and maintain utility system, office, building...
7. Other details will be discussed in the interview.

REQUIREMENT

1. Bachelor degree or above in Mechanical/ Electrical Engineering
2. At least 03 years experience in similar position as team leader or supervisor
3. Having worked in manufacturing factories is an advantage
4. Computer literacy and knowledge of Maintenance systems
5. Can communicate well in English
6. Good at management and problem solving skills
7. Proactive attitude and willingness towards extra-hour work and callouts
8. Demonstrate strong work ethics with high integrity and honesty