

Job Title: Operations & Maintenance Manager
Reports to: Plant Manager
Location: Kenilworth, New Jersey

Summary: The Operations & Maintenance Manager is responsible for the strategic direction and leadership of all operations & maintenance functions in a 29 MW dual fueled, combined cycle power plant. The incumbent will safely and efficiently supervise the development and direction of the team to maximize plant availability and reliability while driving revenue and technical productivity. Working collaboratively with other Plant Management, he/she must ensure that all team members and contractors working comply with all regulations and conform with all company standards and protocols. This individual will supply critical information to the Plant Manager concerning operations & maintenance matters in addition to leading his/her team in the achievement of company goals and objectives.

Job Description:

With safety of yourself and all those around you as the highest priority, the Operations & Maintenance Manager is expected to:

- Drive a safety-first culture, with additional focus on compliance, teamwork and operational excellence;
- Provide leadership to continuously improve business performance in terms of costs, maintenance, health, safety and environment;
- Maximize plant availability and reliability to ensure the uninterrupted supply of steam and electricity to the plant's contracted off-taker, and to deliver additional electricity into the PJM market;
- Maintain a safe, clean and orderly plant at all times through job planning, rigorous housekeeping, and the identification and correction of hazards across all plant facilities and grounds;
- Diligently review, maintain and continuously improve the existing preventive maintenance plan, schedule and task packages to maximize equipment availability and reliability;
- Oversee and manage PM compliance so that it remains consistently high. Provide routine and accurate planning and forecasting of significant maintenance activities or requirements to the Plant Manager;
- Apply a strong working knowledge of plant control and instrumentation systems to identify obsolete equipment, and to scope, recommend and implement upgrades and replacements;
- Monitor for efficiency and safety ensuring that all applicable regulatory requirements are followed;
- Accountable for P&L related to maintenance accounts within the plant operating budget;
- Provide support and direction to subordinates and to management as required;
- Motivate employees in support of an engaged and cohesive team environment;
- Actively participate in all plant safety meetings;
- Direct and develop technical staff, and hire and train personnel as needed;

- Responsible for the completion and retention of all operational, technical, financial, personnel and commercial reports as assigned;
- Develop and implement new business strategies for creating or optimizing processes and procedures within the plant in order to improve overall performance and efficiency;
- Ensure that all full-time and contracted employees adhere to company policies and procedures;
- Keep current with technological changes and governmental regulations related to plant maintenance;
- Support Plant Manager with accurate updates to long-term maintenance plans;
- Develop and define project scopes and objectives, including a plan with a critical path containing milestones and timeframes;
- Ensure project documentation is developed and maintained, including plant outage reports, drawings updates, and technical documentation;
- Act as the Plant Manager during his/her absences or vacation periods.

Requirements:

Education

- High School graduate or equivalent
- Professional Engineer (P.Eng.) designation in mechanical engineering, or a bachelor's degree in engineering, is strongly preferred; equivalent technical education and demonstrated experience will be considered.

Experience

- Minimum of 10 years' experience in power plant operations and maintenance, including at least 5 years in an Operations & Maintenance Manager, Maintenance Manager, or equivalent management role, preferably in a natural gas combined cycle or cogeneration (CHP) plant. This is a leadership role rather than an entry point into management; direct prior experience managing an O&M or maintenance function is expected.
- Direct experience with combustion turbines and heat recovery steam generation equipment in a combined cycle or cogeneration setting, working knowledge of plant control systems, and familiarity with PJM market operation are strongly preferred. Equivalent experience will be considered for an otherwise well-qualified candidate.

Work Process Skills

- While engaged in company business, employees are expected to conduct themselves in a courteous business-like manner, showing respect and consideration for fellow employees and other site personnel, such as contractors and guests, with a focus on safety;
- Proficient computer skills, including Microsoft Suite and maintenance planning software;

- To communicate work related issues along with recommended solutions to your coworkers and/or supervisor in a timely and professional manner;
- Comply with all Atlantic Power policies and procedures.

Physical Requirements

- Ability to perform manual tasks including but not limited to operation of hand and power tools;
- Ability to lift at least 50 lbs.;
- Ability to bend and maneuver in tight, cramped quarters;
- Ability to work in hot, noisy and dark environments;
- Ability to work at heights;
- Ability to work with and wear respiratory protection;
- Ability to reach with hands and arms above shoulder level and at shoulder level;
- Ability to walk, stand, stoop, kneel, and bend for prolonged periods of time;
- Able to grip and manually manipulate, often with repetitive motion, items such as, but not limited to, hand tools and machine parts;
- Ability to communicate clearly with plant personnel, including the ability to give and receive instructions over a radio;
- Ability to see clearly; safely and readily identifying the labels, gauges, dials and indicators typically encountered in performing job duties;
- Ability to read, write and understand instructions and procedures in English;
- Ability to work outside of a normal schedule during maintenance emergencies or planned maintenance outages.

To support employees and their families, we provide a comprehensive benefits package for all full-time employees focused on overall wellbeing. This package includes medical, dental, vision, short and long-term disability, life insurance, accidental death and dismemberment insurance, an employee assistance program, paid time off, paid holidays, bonus eligibility and a retirement savings plan with employer match. The expected compensation range for this position depends upon skills, education and experience. The targeted salary range for this position (based on experience) is \$145,000-\$160,000.