



Maintenance & Site Services Team Leader

Location: Bidford, UK

COMPANY OVERVIEW

BVI® is a global ophthalmic medical device manufacturer with a mission to deliver high quality solutions and innovation for advancing eye surgery and improving the vision of patients. With nine decades of developing leading products and solutions, BVI partners with ophthalmic surgeons to improve the vision of millions of patients across the globe. Our team supports surgical teams, in more than 115 countries worldwide, either directly or through our network of trusted distributors. Our trusted brands include: Beaver® (Knives and Blades), Visitec® (Cannulas), Malosa® (Single-Use Instruments), Vitreq® (Vitreoretinal Surgical Products) and PhysIOL® (Premium Intraocular Lenses).

PURPOSE

Lead the Maintenance Team ensuring that maintenance of Production equipment and Site Service functions are kept up to date whilst ensuring continuity of production and facilities services to all areas of the Bidford manufacturing plant.

RESPONSIBILITIES

- To lead the maintenance team.
- To plan and control the team's tasks on a daily, weekly and monthly basis.
- Track the team's hours on a daily, weekly and monthly basis against planned and unplanned tasks.
- Ensure the departments paperwork and files are kept in a controlled manor.
- Keep the departments housekeeping to an acceptable standard.
- To raise purchase requisitions when required.
- Deputise for the Compliance Officer when required.
- Rotate the team's holidays to ensure site cover.
- To ensure that the timely execution of planned preventative maintenance to production equipment and site services is completed.
- Review PPM requirements and update IFS tasks accordingly.
- Liaise with other departments and advise/ensure service requirements are met.
- Advise on plant/equipment upgrades.



- Carry out unplanned breakdown repairs to production equipment and site services.
- Specify and oversee all equipment and service-related contracts.
- Maintain business continuity plans (emergency response, fire alarm and firefighting systems, etc).
- Oversee external site service contractors
- Maintain statutory requirements and records (i.e., fire alarm testing, electrical testing etc)
- Housekeeping of site including outside ground maintenance

ADDITIONAL TASKS

- Day to day PPM & inspection of all site plant and equipment.
- Specify/design/install services to meet requirements (new production areas/equipment upgrades, and modifications/prototype development /office moves, etc).
- Upkeep of all maintenance records.
- Maintaining stock of spare and consumable parts.
- Repairs of unplanned breakdowns.
- Maintenance of buildings and surrounds
- Control of all contractors (including the timely call out to maintain production output)
- Installation of maintenance contracts as required
- Involvement in any ideas for continual improvement projects
- Participation in the site call out rota.
- Out of normal hours/weekend working as required by the business needs.
- Participation in the 'Emergency Response' team.
- Works phone holder for out of office needs.
- Key holder.



REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Proven experience in managing a small team
- Good level of fitness
- Must be able to lift a reasonable weight
- Maintenance Technician ONC qualification or equivalent in an electrical engineering discipline
- Mechanical engineering experience
- 5 years previous experience in a maintenance / site services role within a production environment.
- PPM background / experience
- Good working knowledge of site facility systems including compressed air, water, electrics and HVAC
- Electrical qualification, ideally in 18th edition regulations
- Team player
- Self-motivated
- Finisher with attention to detail
- Flexible approach to working
- To be able to work in a clean room environment

Interested? Submit a cover letter and C.V.
to TalentAcquisition@bvimedical.com



BVI is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected Veteran status.

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Important notice to Employment businesses/ Agencies

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