



JOB OFFER



MOBILE MAINTENANCE PLANNER **JOB POSTING NUMBER: MM18-46**

EMPLOYMENT STATUS : PERMANENT	NUMBER OF JOB OPENING : 2
DEPARTMENT : MOBILE MAINTENANCE	PLACE OF WORK : NUNAVIK
WORK SCHEDULE : The normal work schedule is on a rotation of 6 paid weeks: 3 weeks worked (77 hours per week, 7 days a week) followed by 3 weeks of rest.	
DEADLINE TO APPLY : JANUARY 11 TH , 2019.	

SUMMARY OF RESPONSIBILITIES

Reporting to the Mobile Maintenance Foreman, the planner will be responsible for :

- Plan the scheduling of mobile equipment;
- Participate in the development and implementation of the maintenance management system;
- Contribute to the implementation of preventive and predictive maintenance plans, the writing of work procedures and the planning of activities related to mobile equipment;
- To meet the needs of the department in terms of planning and scheduling while respecting the rules and process involved and working as a team with the various stakeholders (mobile maintenance general supervisor, planning assistant, supervisors, etc.);
- Receive, evaluate and schedule work requests and work orders and develop work plans for their realization;
- Planning the work : identifying and ensuring the availability of human resources, equipment, materials, procedures and instructions required to perform the work according to the standards and order it effectively;
- Create and maintain equipment records;
- Maintain documentation of equipment, manuals, specifications, drawings and other documents in electronic and paper format;
- Follow the equipment on the different sites.

REQUIREMENTS

- College diploma in mechanics, maintenance or administration or in an appropriate discipline and have a minimum of 8 years in mechanical maintenance;
- Knowledge in mining machinery mechanics or construction;
- Knowledge of IT and Caterpillar SIS guide software (an asset);
- Good knowledge of the software of the MS Office Suite;
- Have advanced analytical skills to solve problems and make good decisions based on experience and quickly provide practical solutions;
- Bilingualism (French and English).

SKILLS SOUGHT

- Certain predominance towards the respect of the rules and directives in health and safety and environment;
- Willing to work in an environment and within a multicultural team;
- Foggy, autonomous, positive;
- Great adaptability, openness and flexibility;
- Ability to work under pressure and handle multiple files simultaneously.

WHEN SENDING IN YOUR APPLICATION, IT IS IMPERATIVE TO INDICATE THE JOB POSTING NUMBER

Those interested in this job are invited to submit their CV with a cover letter before 4 p.m. **January 11th, 2019** by e-mail to

emplois@canadianroyalties.com

Only those selected for an interview will be contacted.