

Maintenance Planner Long Term

Trafigura Group has an immediate need for a qualified Fixed Maintenance Planner at its Myra Falls Mine on Vancouver Island, British Columbia. Myra Falls Mine is an underground mine operation located 90 km southwest of Campbell River, BC in the picturesque surroundings of Strathcona Provincial Park. Surrounded by mountains and lakes, the trip to the mine has some of the world's most impressive views.

Role Summary

The Long Term Maintenance planner is responsible for maintaining the maintenance CMMS for their relevant maintenance Department at Myra Falls Mine to support the execution of the mine business plan. This is achieved through the effective engagement with the operational and support service departments to develop and implement the effective maintenance strategies and plans to best accommodate the operational requirement while maintaining the required maintenance compliance and equipment KPIs

Awareness and understanding of Trafigura Operations related Standards including specific governance and local legislative requirements.

Weekly Maintenance reports

- Weekly compliance (COB Wednesday)
- Weekly backlog summary report (COB Wednesday)
- Weekly 5 and 13 week forecast summary reports
- Weekly Equipment Performance Report (COB Wednesday)

Current Priorities

- Price Maintenance scheduling added to the CMMS (SAP)
- Development and Implementation of all tier 1 equipment specific weekly work orders
- Develop and review of all tier equipment maintenance strategies
- Component Life cycle replacement strategies and cost forecasting
- Development of tier 2 & 3 equipment strategies

Responsibilities

- Development of equipment Asset management strategies (weekly, time base and life cycle strategies)
- Asset disposal management of existing equipment
- Managing the CMMS for capturing equipment and cost history
- Maintaining compliance reports of the maintenance systems with KPIs measures

- Development of equipment Asset management strategies (weekly, time base and life cycle strategies)
- Asset disposal management of existing equipment
- Managing the CMMS for capturing equipment and cost history
- Maintaining compliance reports of the maintenance systems with the below KPIs measures
- Maintain the mobile maintenance weekly and monthly performance reporting process with the below KPIs
 - Equipment and Fleet Planned vs Unplanned maintenance
 - Equipment and Fleet Availability
 - Equipment and Fleet Reliability
 - Equipment and Fleet Utilization
 - Equipment MTBF
 - Equipment MTTR
- Managing the interface of Contractors equipment with Mine CMMS (All primary Contractor Compliance reports)
- Strategy updates determined by performance reviews, delay analysis and RCAs.
- Provide introduction packages to new equipment/vehicles on site and maintain accurate approval documents including:
 - Site introduction and commissioning documentation
 - Risk management requirements
 - Development and alignment of maintenance Strategies and schedule engagement in the CMMS
 - Parts registers and spares procurements
 - Training Packages and training plans
- Report/monitor completion rates/discrepancies/non-compliance of mine equipment & vehicles
- Facilitation of Component replacement strategies including
 - Scheduling of change out
 - Component repair and procurement
 - Cost forecasting and ordering
 - Work package and work instruction development
- Maintain a 5 week maintenance Forecast to determine monthly workload and resource levelling
- Maintain a 13 week maintenance Forecast to understand risk and opportunities with resource levels along with cost and production impacts.
- Maintenance and update weekly Backlog report with:
 - Backlog register
 - Total Backlog work orders
 - Previous Backlog number and trend
 - Flag and Action plan for all backlog work orders over 3 months old

Key Technical Output:

- Maintaining the SAP Maintenance Management System and confirming statutory requirements are scheduled
- Document maintenance plans for new and existing equipment
- Managing the CMMS for capturing equipment and costing history
- Providing quality control functions for changes to the maintenance systems and protocols
- Maintaining compliance reports of the maintenance systems
- Ordering of parts required for planned work
- Assisting in developing equipment maintenance strategies to deliver equipment performance KPIs.
- Managing the maintenance performance reporting process
- Managing the interface of Contractors equipment with Mine CMMS
- Daily check of accuracy of input by Control Room Operators of the 24hr production delay reports, chasing up if required.
- Provide introduction packages to new equipment/vehicles on site and maintain accurate approval documents.
- Raising of secondary work orders for identified defects and repairs listed on machine cards or in PM work order inspections.
- Management of the work order backlog by planning and scheduling work during PM work.
- Maintaining accurate data within the CMMS including plant and standard jobs register as well as the preventive maintenance schedule for all equipment.
- Creating new schedules/standard jobs/documentation to comply with organizational, statutory and departmental requirements as directed.
- Continuous maintenance of the CMMS system to confirm closure of outstanding work orders/streamlining the accuracy of scheduling/job completion.
- Report/monitor completion rates/discrepancies/non-compliance of mine equipment & vehicles
- Prepare and issue Maintenance Schedule for 7+21 plan, steward completion and issue weekly reports to superintendents and Manager
- Maintain a 13 week maintenance Forecast with to understand risk and opportunities with resource levels.

Key KPIs

- Trafigura values are lived by the team.
- Effective communication between maintenance teams and operations team.
- Reporting / communication is transparent, verified and timely.
- Activities completed on time.
- All activity is performed within strictest ethical standards.

Key Dimensions (size, budgets, additional kpis etc.)

- Compliance with Trafigura policies and procedures and the British Columbia's Mine Safety and Health Act and Regulation
- Implementation of agreed strategies
- Delivery of agreed outcomes aligned with the overall business plan and values
- Forecast costs required to deliver the maintenance department KPIs, monitor progress against financial plans and take corrective action as required to deliver plan within forecast costs.

Legislative Requirements

- All Mine Workers are accountable for discharging their obligations as set out by the British Columbia's Mine Safety and Health Act and Regulation

All employees shall:

- Apply the hazard identification and risk assessment principles included in the Site Safety & Health Management System to all tasks and operations at the mine
- Comply with relevant Safe Work Method Statements, SWPs and other relevant Procedures and Standards at the mine.

Qualifications, Experience, Skills / Knowledge

- Trade Base Qualifications
- SAP Training
- Experience with developing equipment strategies
- Work experience with maintenance planning and scheduling
- Microsoft Project
- Microsoft Excel
- Cost Control

Safety:

- The ability to develop and promote a Safety and Health System and culture that results in zero harm.

Core

- Innovates to continuously improve business performance
- Shares learning & expertise with others
- Simplifies complexity

Business Awareness

- Realises risk and opportunities

Taking People Along

- Optimises others effectiveness
- Provides feedback and coaching to project leads
- Seeks out different situations & opinions

4x3 10 hour shifts Monday to Thursday