



Crofters Food Ltd.

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**Crofters is growing and we are seeking an energetic, reliable & flexible team player to join our Maintenance Team.**

Here's your chance to join a highly skilled team of professionals at one of North America's pioneering brands in the organic food movement! Crofters Food Ltd, known in the grocery aisles as Crofters Organic Fruit Spreads, is the leading manufacturer of organic jams, jellies and fruit spreads in North America. Headquartered in picturesque Parry Sound, Ontario, about two hours north of Toronto, we manufacture a vast array of fruit-based spreads sold in stores across Canada, the United States, and select international markets. From the way we source our fruit, to the way we carefully manufacture our products using forward-thinking sustainable processing techniques, to our innovative, health-conscious formulations, every aspect of our operations receives the care and attention they deserve. A small but mighty team, with the support of a US based private equity firm, join us as we look to aggressively scale our business on our mission to become one of the leading organic food brands in North America.

**Position Overview:**

As a **Boilers and Systems Manager**, the primary work responsibilities and duties are to manage, monitor, maintain and control all aspects of the facilities boilers, generators, heat exchanger, PRV and other valve systems, R.O. systems and pump/water systems, ensuring safe, timely, efficient and effective facility operations.

You will work in coordination with the Plant Manager, other Maintenance Specialists, Department Managers, Wastewater Specialist and in conjunction with the Quality Control and Food Safety Managers.

The duties and responsibilities of **Boilers and Systems Manager** will be as follows:

- Ensure that all equipment is maintained in accordance with the Food Safety Preventative Maintenance Plan and all service manuals. Assist in the development of Preventative Maintenance Schedules for pieces of equipment with no documented PM plan.
- Follow all Standard Operating Procedures (SOPs) related to the startup, operation, and regular maintenance of all systems and equipment with your purview . In conjunction with other Maintenance team staff, ensure that adequate cross training between other areas of the Maintenance Department is undertaken to provide backup for absences or holidays.
- Continuously monitor facilities and equipment to identify any developing issues; communicate regularly with operators; and notify other Maintenance Managers immediately of any developing problems and advise of appropriate steps to resolve the issue.
- Coordinate and schedule any required outside contractors in a timely and efficient manner and maintain all required security and food safety procedures when working with contracted services. Ensure all onsite contractors are monitored and follow all company policies.
- Ensure inventory management of required spare parts and approved supplies for production equipment are organized, adequate and current through placing and tracking purchase orders with approved suppliers.
- Be familiar with and follow HACCP, GMP (Good Manufacturing Practices), Food Safety, Food Security, Organic Certification, Standard Operating Procedures and all other applicable regulatory and company programs and policies.
- Receptive to a flexible work style and willingly assist with other functions where needed. Hours may vary, from time to time, according to production requirements, maintenance work, and repairs. This position may periodically require you to start work prior to the day's production or continue after production finishes. You must be willing to work on weekends and holidays to perform maintenance tasks which cannot be completed during normal production hours.

- Maintain and keep boiler, generator and other related production systems and parts in good condition. Maintain relationships with appropriate suppliers.
- Provide Maintenance support for **all other production** systems when needed.
- Perform root cause analysis and effective follow up measures for equipment breakdowns.
- Co-ordinate boiler and piping systems inspection by TSSA and/or insurance inspector as required. Ensure adherence and tracking of TSSA and Insurance documentation and are in accordance to regulations. Test Pressure Relieving Valves (PRV) valves periodically and document. Replace PRV valves as required and document.
- Working with the Water/Wastewater Maintenance Department, manage and perform maintenance to the MBR equipment, filters, UV lights, pressure tanks and the Navien boiler pumps and air turbines.

#### **Requirements:**

- Knowledge of boilers and pressure vessels with high and low pressures.
- Water treatment knowledge
- Solid troubleshooting capability.
- Excellent knowledge of Health & Safety, Lock-out/Tag-out procedures.
- Industrial Millwright license is required combined with a minimum of (3) three years of experience
- Minimum Grade 12 education or equivalent.
- Preference for candidates possessing a second license, especially an Industrial Electrician's license.
- Excellent mechanical aptitude.
- Excellent math skills.
- Excellent command of the English language.

Job Types: Full-time, Permanent

Benefits: • Basic Benefit Plan including Health and Medical, Vision Care, Dental, Wellness & Preventative Services,

Schedule: • 8 hour shift • Over time hours

Experience: • Boiler experience for high and low pressures. • Refrigeration and chiller experience. • Industrial Millwright: 5 years (preferred)

Salary: • Negotiable based on experience.

#### **Additional Requirements and Experience:**

- Must be legally eligible to work in Canada and be minimum 18 years of age
- Ability to lift to 50lbs
- Able to communicate effectively with teammates and leadership
- Ability to work with minimal supervision and in a team environment
- Ability to maintain excellent attendance
- Positive attitude and safety focused
- Valid forklift license is an asset but not required.
- Advanced computer skills and technology talents
- First aid training/certification is an asset but not required.
- New Crofters employees will undertake initial orientation training and will participate in our trainer/mentoring program.
- **Growth and advancement opportunities also available.**

Please submit your resume to [hr@croftersorganic.com](mailto:hr@croftersorganic.com) indicating your experience and interests

Crofter's Food Ltd. welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.