

Maintenance Planning Engineer

Michelle Taylor

Professional summary

Experienced Maintenance Planning Engineer with 9+ years in industrial and facilities maintenance. Expert in planning maintenance schedules, managing shutdowns, and optimizing resource usage. Proficient in CMMS and other maintenance planning software.

Experience

Maintenance Planning Engineer

2020 - Now

Steelworks Pty Ltd. / Melbourne, Australia

- Develop and implement a comprehensive maintenance planning strategy for a steel production plant, leading to a 15% reduction in unscheduled downtime.
- Coordinate and schedule regular planned shutdowns, overseeing the allocation of resources, tools, and labor to complete maintenance tasks efficiently and safely.
- Utilize Maximo to manage maintenance schedules, track equipment performance, and maintain accurate records for compliance and operational efficiency.
- Collaborate with engineering and operations teams to identify maintenance needs, ensuring that downtime was minimized and that production remained on schedule.

Maintenance Planner

2016 - 2020

Alpha Energy Solutions / Melbourne, Australia

- Managed the scheduling and planning of routine maintenance for a large power generation plant, coordinating equipment inspections, repairs, and upgrades.
- Developed maintenance schedules that maximized uptime and minimized operational disruptions, ensuring plant reliability and safety compliance.
- Implemented an optimized spare parts inventory management system that reduced operational costs by 10% while ensuring critical parts were always available.
- Worked closely with operations teams to address emergency maintenance requests, minimizing downtime and maintaining a steady flow of energy production.

Volunteer Work

Project Manager (Volunteer)

2018 - Now

Melbourne Food Bank

- Led a team of volunteers in managing the logistics and scheduling of food donations, improving delivery efficiency by 20%.

+61 3 9876 5432

michelle.taylor@email.com

Melbourne, Australia

Education

Bachelor of Engineering in Mechanical Engineering

Monash University | Melbourne, Australia

Graduated: December 2015

Professional Development

- Maintenance Management Training | Monash University | 2019
- Certified Maintenance & Reliability Professional (CMRP) | 2020

Skills

Maintenance Planning & Scheduling (SAP, Maximo)	◆◆◆◆◆
Preventative Maintenance Programs	◆◆◆◆◆
Shutdown Management	◆◆◆◆◆
Equipment Reliability	◆◆◆◆◆
Spare Parts Management	◆◆◆◆◆
Root Cause Analysis	◆◆◆◆◆
Resource Planning and Allocation	◆◆◆◆◆
Budgeting and Cost Control	◆◆◆◆◆
Safety Compliance	◆◆◆◆◆
Data Analysis and Reporting	◆◆◆◆◆