

Maintenance Technician

Department: Engineering **Reports To:** Shop Manager
FLSA Status: Nonexempt **Effective Date:** 6/22/23

Job Purpose: To install, troubleshoot, repair and maintain production and facility equipment according to safety, predictive and productive maintenance systems and processes and schedules to support the company's business goals and objectives.

Essential Functions:

1. Installs and maintains production machines and the plant facility's equipment.
2. Provides emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service.
3. Maintains mechanic skills including, but not limited to, mechanical, electrical, pneumatic, hydraulic, troubleshooting and repair of production machines.
4. Reads and interprets equipment manuals and work orders to perform required maintenance and service.
5. Diagnoses problems, replaces or repairs parts. Tests and adjusts, as needed.
6. Performs regular preventive maintenance on machines, equipment, and plant facilities.
7. Performs a variety of plumbing maintenance and carpentry functions.
8. Uses a variety of hand and power tools, electric meters, and material handling equipment in performing duties.
9. Detects faulty operations or defective materials. Report those and any unusual situations to supervision.
10. Complies with all company and OSHA safety regulations, including but not limited to the proper use of personal protective equipment, confined space, fall protection, lockout/tagout, and electrical standards.
11. Maintains clean and orderly work areas.

Additional Responsibilities:

1. Performs safety audits as assigned. Assists with training on safety standards.
2. May assist in the operation of machinery.
3. Ancillary duties as assigned.

Work Environment:

Factory Environment

Exposure to mechanical and electrical machinery, and confined spaces

Maintenance Technician

Physical Requirements:

Ability to read and understand and comply with safety standards.

Ability to use machinery and hand tools.

Duties require strong communication, visual and auditory abilities. This is a very active position requiring lifting, walking, bending, kneeling, stooping, etc.

Education:

High School Diploma or GED preferred.

Maintenance and safety related courses preferred.

Required Skills/Experience:

1-3 years' experience in maintenance of metal grinding and milling machinery.

Experience with PLC/CNC controlled machinery and HVAC systems preferred.

Competencies:

Detail-Oriented

Initiative

Mechanical Ability

Time Management

Organization and Planning