



Maintenance Technician

Summary of Job Description

The positions within Maintenance III are responsible for a wide variety of maintenance work on equipment, factory vehicles, and the overall facility. The employee has the breadth of experience to troubleshoot issues and make repairs throughout the facility and/or is recognized as a subject matter expert in specific types of repairs or equipment. The employee must assure equipment, vehicles, and the overall facility is at maximal up time. They must maintain a clean and safe working environment.

Essential Functions

- Communicate verbally with co-workers to keep a safe working environment
- Follow written and verbal instructions to complete tasks
- Lift light and/or heavy parts on and off a cart, floor, shelf, etc.
- Check and review work orders and complete tasks on a priority basis
- Inspect and troubleshoot electrical, plumbing, and mechanical problems
- Replace and/or repair specific worn-out, broken, and damaged components, equipment, and parts
- Repair and troubleshoot specific problems
- Rebuild parts and repair tools for maintenance tasks
- Operate a crane/hoist for heavy lifting
- Operate forklift, tow motor, tractors, and other facility vehicles safely
- Inspect forklifts and tow motors before, during, and after operation
- Handle wires and hardware
- Transport tools, parts, supplies, and equipment safely throughout the facility
- Use a variety of hand and power tools
- Report repair statuses to department supervisors
- Communicate using hand held radios with other maintenance personnel
- Excellent knowledge in welding, metal fabrication, and/or technical equipment
- Assist co-workers with heavy lifting of parts
- Sweep and clean shop areas
- Work required hours and have an excellent attendance record
- Work overtime as needed
- Maintain a clean and safe working environment

Marginal Work Functions

**These functions may be considered essential based on location, position, and other factors.*

- Enter data into computer program*
- Take apart and set up office walls and furniture*
- Work with other co-workers in the same area*
- Fix, repair, and maintain forklifts and tow motor complications*
- Assist in training new employees*
- Work outside in all weather conditions: snow, rain, heat, and cold to complete tasks*

Basic Qualifications

- High School Diploma or equivalent education
- Forklift Certified
- At least two years of skilled maintenance experience
- At least five years of semi-skilled maintenance experience

Preferred Qualifications to complete Essential Functions

- Associate's Degree in Electro Mechanical Technology
- Hazardous Waste Certification within six months of hire

Key Abilities Needed to Complete Essential Functions

**All positions require the ability to perform the essential functions of the position with or without reasonable accommodations. Detailed physical job analysis available upon request.*

- Perform all assigned tasks
- Demonstrate strong interpersonal communication skills
- Recognize and react to abnormal operating conditions
- Follow instructions from supervisors and other co-workers
- Identify a potential problem before it occurs
- Use and wear personal protective equipment as indicated by the task or environment
- Hear safety alarms, other co-workers, and from hand held radios
- Perform counting tasks
- Read safety manuals, blue prints, and work orders
- Understand and identify safety issues
- Maintain balance when walking and standing on potential slippery work floor
- Maintain balance when climbing onto a forklift truck, ladders, and steps
- Individually lift and manipulate parts/equipment weighing up to 80 pounds
- Tolerate constant standing and sitting while performing tasks
- Tolerate occasional kneeling, crouching and confined space while performing tasks
- Have good hand eye coordination
- Use both hands for tool operation, carrying of parts, and assisting co-workers with heavy lifting of parts
- Operate and access heavy equipment safely and effectively
- Remember task sequence and safety constraints