



# Maintenance Technician- Job Description

Department: Maintenance

Reports to: Maintenance Director

Pay: Non-exempt

**Position Summary:** Maintenance of the buildings, equipment, and related facilities and systems. Perform related work to ensure maximum production quantity and quality.

## Responsibilities:

- Implement and maintain preventive maintenance on all equipment and machinery within the plant, as noted in the equipment manufacturer's guidelines.
- Visually inspect and test machinery to detect malfunction. Communicate equipment problems to operations staff as needed. Ensure safety procedures in use consistently. (Lock out, tag out, etc.)
- Diagnose problems, dismantle defective machines and equipment, and install new or repaired parts, following the specifications set forth in blueprints, manuals, and schematic drawings.
- Building maintenance and lighting (plumbing repair, changing lamps & ballasts, light remodeling, etc.).
- Repair electrical and electronic components of machinery and equipment.
- Require to follow GMP's and Safety Regulations.
- Responsible for working until relieved by supervisor/ manager. This may require working longer than schedule work hours.
- Complete other duties as assigned.

## Qualifications:

- Ability to perform mathematical calculations and conversions to determine amounts and sizes of products needed for orders.
- High school diploma or General Education Development (GED) or equivalent
- One to three years' related experience and/or training

## Skills Needed:

- Ability to adjust to sudden changes and operational goals.
- Ability to troubleshoot electrical, pneumatic, hydraulic circuits and machinery that incorporates one or all of these.
- Ability to use precision measuring tools and use math at the Algebra/Trigonometry level.
- Proficiency with electrical testing and measuring instruments (meters)
- Knowledge of PLC and servo controls and how they function.
- Mechanical aptitude and ability to use a wide variety of tools, both hand and power.
- Commitment to work until job is completed.
- Interacts well with others.
- Good team player.
- Must be flexible to changing procedures/priorities.
- Must be able to tolerate cold conditions.
- Must be quick and agile.



- Strong logical reasoning skills
- Strong communication: oral & written. Analytical problem solving and decision making.
- Ability to prioritize.
- Flexibility
- Strong understanding of safe work practices.
- Results-oriented.
- Customer-service oriented
- Detail oriented.

**Physical Demands and Working Environment:**

- Ability to work in 30 degree temperature for long period of times
- Ability to stand long period of times.
- Ability to lift up to 100 lb. boxes.
- Bending and twisting when working on a conveyor and/or packaging equipment.
- Ability to read specification sheets that come down the line for different orders.
- Standing, stooping and climbing are regular activities for this employee. Employee must have the ability to negotiate throughout the production and warehouse areas unassisted without disrupting regular production and warehousing activities.
- The ability to touch, feel, manipulate fingers and limbs to operate various processing and material handling equipment is necessary.
- This position requires the candidate to be in refrigerated processing and warehouse areas of 30 degrees and Freezer -18 degrees. These areas are cold and wet, and exposure to moving machinery and sharp objects are a regular occurrence.
- This is a high noise area.
- Must pass company drug test and background.
- All staff have the responsibility to report food safety and quality problems to Q/A or a supervisor so they can initiate action.

Applicants must be currently authorized to work in the United States.

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