

JOB DESCRIPTION

JOB TITLE: **Maintenance Mechanic (1-X) (Two Positions)**
WAGE RANGE: \$15.00 per hour
DEPARTMENT: Maintenance – Forrester Rd.
REPORTS TO: Max Swanson – Maintenance Supervisor

Job Summary:

This position entails general maintenance, troubleshooting, repair, and fabrication work in areas, including: production, electrical systems, plumbing, forklift repair, plant heating, refrigeration and buildings maintenance.

Job Requirements:

- A. Education Requirements:
 - 1.) High School diploma or equivalent.
 - 2.) Proficient in basic math, reading, and writing skills.
- B. Skill requirements:
 - 1.) Proficient in the use of common hand tools and hand-held power tools, and their safe operation while following OSHA and company safety guidelines.
 - 2.) Ability to safely operate, repair, and maintain machinery.
 - 3.) Basic knowledge of 480v, 230v, and 120v electrical components.
 - 4.) Basic welding and fabrication skills; good mechanical aptitude and common sense.
 - 5.) Excellent communications skills, both verbal and written.
 - 6.) Ability to work cooperatively as a team member.
 - 7.) Adequate computer skills for handling work orders, e-mail, etc.
- C. Physical Requirements:
 - 1.) Ability to work 20 ft. off the ground from a ladder, forklift cage, or lift platform.
 - 2.) Ability to work in confined spaces (with appropriate safety equipment).
 - 3.) Ability to carry 50 lbs. for 50 ft; carry, set up and climb a 30' extension ladder.
 - 4.) 20-20 vision (may use corrective lenses), ability to see all primary colors.

Job Duties:

Essential Functions –

- 1.) Troubleshoot, repair, and maintain production equipment
- 2.) Fabricate new equipment as needed
- 3.) Perform PM's on specified equipment as assigned
- 4.) Repair and maintain steam boiler and associated equipment
- 5.) Perform building repairs and maintenance as needed
- 6.) Generate, update, and close out work orders as required
- 7.) Troubleshoot, repair, and maintain forklifts, batteries, and related equipment

Additional responsibilities

- 1.) Keep shop and work areas neat and clean
- 2.) Follow all OSHA and company safety policies and rules
- 3.) Other duties as assigned