

**Job Title:** Maintenance Technician (Senior and Junior)  
**Department:** Maintenance  
**Supervisor:** Maintenance Manager  
**FLSA Status:** Full-Time, Non-Exempt

### **Summary**

Maintain plant machinery and equipment systems and perform other mechanical duties as required to ensure plant production processing continues. Install new machinery and equipment on a project by project basis. Individuals assigned to this position will normally be responsible for the preventative and routine maintenance of all machinery and equipment systems of the plant under the daily supervision of the Maintenance Manager.

### **Essential Responsibilities and Duties**

1. Trouble-shoot and determine necessary repairs and maintenance.
2. Repair and maintain machinery and equipment.
3. Perform various preventative maintenance checks and repairs on machinery and equipment (vibration detection).
4. Overhaul equipment, welds, pump repair and rebuilding pumps.
5. Welding with TIG, MIG and STICK.
6. Complete Work Orders and document the time, tasks and parts/supplies needed to complete the Work Order in the CPMS software.
7. Specific responsibilities include, but are not limited to the following:
  - a. Greasing and oiling
  - b. Service of rolling stock and equipment according to service schedule
  - c. Fabricating
  - d. Vibration detection
  - e. Rigging & lifting
8. Housekeeping as related, but not limited to the cleanliness and orderly organization of electrical work areas, MCC rooms, electrical enclosures, maintenance shop and DDG building.
9. Maintain updated documentation of all machinery and equipment changes implemented by said individual or contractors hired by the plant.
10. Perform weekly inspection and take an inventory of tools and shop equipment and submit requisition to replace broken or missing items.
11. Perform required maintenance duties as needed on an on-call basis as scheduled.
12. Perform all duties in accordance with safety regulations and Lock-out/Tag-out procedures.
13. Communicate and interface with production department on job specific information.
14. Follow company policy regarding inventory control practices.
15. Other duties as may be assigned to accomplish the safe and timely day-to-day operations within the plant.
16. MAPCON responsibilities.

### **Qualifications**

- Good written and verbal communication skills.
- Ability to work well with others and ability to work independently.
- Previous experience with machinery and mechanical equipment.
- Exemplify the high standards necessary to accomplish the goals of the Company.
- At least one year of conveyor experience.

**Education and Experience**

- High School Diploma required
- Demonstrated competencies
- Work experience & equivalent to 2 years experience in core essential responsibilities and duties.

**Physical Demands**

Ability to lift and/or move up to 50lbs.

Ability to climb stairs and ladders.

Ability to work in outside conditions and adverse weather.

Walking

Standing

Sweeping

**Working Environment**

While performing the duties of this job, the employee is regularly exposed to work near moving mechanical parts.

The employee is regularly exposed to dusty conditions.

The employee is regularly exposed to high noise environments.

The employee is regularly exposed to outside weather in all conditions.

The employee will regularly be exposed to chemicals used in the process.