



## Job Description Form

<b>Job Title:</b>	Maintenance Technician	<b>Reports To (Title):</b>	Maintenance Supervisor
<b>Department:</b>	Maintenance	<b>Last Update:</b>	<b>03.21.2022</b>

<b>SPECIFIC/GENERIC</b>	<b>FLSA:</b>	
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<b>MAJOR PURPOSE</b>
<p>Maintains production and quality by ensuring operation of machinery, consisting of mechanical, hydraulic, pneumatic, and electrical equipment.</p> <p>Responsible for industrial machinery upkeep, working alone or with a crew. They must be well rounded individuals who can perform efficient work on a variety of equipment, executing mechanical, hydraulic, pneumatic, and electrical maintenance.</p>

<b>MINIMUM JOB REQUIREMENTS</b>
<ul style="list-style-type: none"> <li>● Must have 5+ years working in plastics injection molding manufacturing environment</li> <li>● High School Diploma / GED Equivalent</li> <li>● Hydraulic &amp; electrical trade school preferred</li> <li>● Experience using electric &amp; hydraulic schematics, with proven troubleshooting abilities</li> <li>● Must be proficient reading and Interpreting Blueprints, Mechanical and Electrical Prints</li> <li>● Must be able to work flexible hours, work overtime as needed</li> <li>● Understanding of English language (able to communicate). Bilingual English/Spanish a plus</li> <li>● Ability to work well under pressure, demonstrate safe work habits, multitask, have good communication skills and able to work with minimal supervision</li> <li>● Ability to lift 50 lbs.</li> <li>● Basic knowledge of Microsoft Office</li> <li>● Own basic standard and metric tools / toolbox</li> </ul>

<b>ESSENTIAL FUNCTIONS</b>
<ul style="list-style-type: none"> <li>● Ensures operation of machinery and mechanical equipment by completing preventive and corrective maintenance requirements. Equipment and tools include motors, gearboxes, pneumatic systems, coupling and motor alignment, roller chain/sprockets alignment, conveyor systems, and production machines. Capable of following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications.</li> <li>● Locates sources of problems by observing mechanical devices in operation; listening for problems; and using precision measuring tools.</li> <li>● Removes defective parts by dismantling devices, using hoists, cranes, and hand and power tools. Strong welding skills are required.</li> <li>● Determines changes in dimensional requirements of parts by inspecting used parts using rules, calipers, micrometers, and other measuring instruments.</li> <li>● Adjusts functional parts of devices and control instruments by using hand tools, levels, and alignment equipment.</li> </ul>



- Controls downtime by informing production workers of routine preventive maintenance techniques; monitoring compliance.
- Optimizes maintenance resources by using equipment and supplies as needed to accomplish job results.
- Maintains continuity among work teams by documenting actions, communicating irregularities, and scheduling correction of abnormalities.
- Maintains a safe and clean working environment by complying with procedures, rules, and regulations.

**REVIEW AND CONCURRENCE**

Department Manager (Print /Signature) Date

Human Resources (Print/Signature) Date