

## **JOB DESCRIPTION**

### **Maintenance Technician (3rd Shift 3pm-11am)**

#### **Job Function**

Perform basic to intermediate equipment maintenance tasks and facility services with minimal supervision

#### **Primary Job Responsibilities**

- Perform scheduled and unplanned maintenance of all vehicles and associated equipment including forklifts, man lifts, and trucks
- Perform scheduled and unplanned maintenance of plant equipment including but not limited to CNC machine tools, manual machine tools, automated inventory systems, power tools, hand tools, saws, presses, lifting devices, overhead cranes, mist collectors, bag houses, oxy-fuel, plasma cutting equipment, coolant system, ultra-filtration system and compressed air system
- Perform scheduled and unplanned maintenance of facility buildings and grounds, including but not limited to: HVAC systems, sprinkler systems, plumbing and sewer, lighting, gates, fencing, office furniture
- Troubleshoot, diagnose, rebuild and repair a wide variety of manufacturing equipment
- Perform daily maintenance tasks for the machine tool coolant and scrap metals process
- Record parts or materials used and order or requisition new parts or materials as necessary
- Support maintenance staff in moving and organizing production and office areas
- Provide support and assist with project work directed by the Maintenance Manager, Plant Manager and/or project lead
- Punctual and regular attendance
- Implement company vision statement, mission statement, and corporate and departmental goals and objectives
- Abide by company policies
- Understand and follow all workplace safety rules, such as safe work practices and standard operating procedures
- In order to achieve business objectives, work weeks in excess of 40 hours may be required

#### **Occasional Job Responsibilities**

- Pick-up and delivery of maintenance repair and project parts; including coordination of ordered materials and logistics of payment
- Other duties as assigned

#### **Education, Certifications, Licenses**

- Two (2) year degree or certificate in industrial maintenance and/or equivalent work experience
- Valid Driver's License with no serious traffic violations in the past 3 years required

**Experience/Proficiencies Required**

- Minimum of five (5) years of experience in industrial, mechanical, electrical or moving vehicle maintenance OR degree/certificate as listed below
- Ability to operate fork lifts, overhead cranes, man lifts, and power tools
- Intermediate ability to troubleshoot and repair electrical, hydraulic, or mechanical problems on various manufacturing equipment including CNC equipment.
- Must be capable of reading and understanding electrical schematics and diagrams.
- Basic working knowledge of programmable ladder logic (PLC)
- Electrician skills including correct wiring practices, replacement of electrical components including push buttons, breakers, motor starters and field sensors.
- Ability to perform and communicate electronic, mechanical and hydraulic principles used in electrical, mechanical, and hydraulic work assignments
- Ability to interpret parts manuals
- Proficient with electrical test and diagnostic equipment (volt meters, ammeter, oscilloscope, AC drives)

**Experience/Proficiencies Preferred**

- Experience with Mazak CNC equipment
- Working toward a KY Electrical License

**Working Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to moving mechanical parts. The employee is occasionally exposed to fumes or airborne particles and vibration. The noise level in the work environment is occasionally loud.

## **Physical Requirements**

The physical requirements described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Key: Constant -71%+, Frequent-31-70%, Occasional- 11-30%, Seldom, 0-10%	Lift 10 lbs. or less Constant
Reading Frequent	
Writing Frequent	Lift 10-25 lbs. Frequent
Speaking Occasional	Lift 26-50 lbs. Occasional
Interpreting Data Constant	Lift 51-100 lbs. N/A
Planning Frequent	Lift 101+ lbs. N/A
Organizing Frequent	Carry 10 lbs. or less Constant
Supervising N/A	Carry 10-25 lbs. Frequent
Problem Solving Frequent	Carry 26-50 lbs. Occasional
Attention to Detail Constant	Carry 51-100 lbs. N/A
Multi-Tasking Frequent	Carry 101+ lbs. N/A
Sit Occasional	Push/Pull, Slide/Transfer 10 lbs. or less Constant
See Constant	Push/Pull, Slide/Transfer 10-25 lbs. Frequent
Stand Constant	Push/Pull, Slide/Transfer 26-50 lbs. Occasional
Walk Frequent	Push/Pull, Slide/Transfer 51-100 lbs. N/A
Drive Occasional	Push/Pull, Slide/Transfer 101+ lbs. N/A
Hear Constant	Climb/Balance Frequent
Turn/Twist/Lean Constant	Stoop/Kneel/Squat Frequent
Reach/Manual Dexterity Constant	Crouch/Crawl Frequent
Bend Frequent	