



Job Title: Industrial Maintenance Mechanic

Department: Operations

Reports to: Maintenance Manager

Effective Date: 10.3.2022

Job Summary:

Industrial maintenance technicians are skilled mechanics that install, repair and maintain industrial machinery. Skilled industrial maintenance technician oversees the installation and maintenance of the equipment which will include installing new equipment, performing regular services and maintenance procedures, and troubleshooting equipment breakdowns. They are responsible for ensuring the smooth operation of our machinery and mechanical equipment.

Duties/Responsibilities:

- Ensures operation of machinery and mechanical equipment by completing preventative maintenance requirements on engines, motors, pneumatic tools, conveyor systems and production machines; following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications; troubleshooting malfunctions.
- Locates sources of problems by observing mechanical devices in operation; listening for problems; using precision measuring and testing instruments.
- Removes defective parts by dismantling devices; using hoists, cranes, and hand and power tools; examining form and texture of parts
- Controls downtime by informing production workers of routine preventative maintenance techniques; monitoring compliance.
- Fabricates repair parts by using machine shop instrumentation and equipment.
- Maintains equipment parts and supplies inventories by checking stock to determine inventory level; anticipating needed equipment, parts and supplies; placing and expediting orders; verifying receipt.
- Conserves maintenance resources by using equipment and supplies as needed to accomplish job results.
- Provides mechanical maintenance information by answering questions and requests.
- Prepare mechanical maintenance reports by collecting, analyzing, and summarizing information and threads.
- Maintains safe and clean working environment by complying with procedures, rule and regulations.
- Contributes to team effort by accomplishing related results as needed.

Education and Experience:

High school diploma or General Education Degree (GED)

Background in both industrial maintenance and automotive mechanics applicable for this position.

Previous work experience as an industrial maintenance and/or automotive mechanic

In-depth knowledge of mechanical and electrical systems maintenance

Basic computer and report writing skills

Good communication and time management skills

Knowledge of parametric and industrial control systems

Familiarity with OSHA safety standards and regulations

Ability to lift and manipulate heavy equipment

Physical Requirements:

Ability to stand for prolong time, walk and use hands to hold or operate objects, tools or controls. Able to reach with hands and arms, kneel, bend, crouch, climb ladders/stairs and twist body if necessary.