

Position Opening

Job Title:	Maintenance	Shift:	
Date of Availability		Pay Grade:	
Reports To:		Department:	

Description of Duties:

- Inspect for defective or malfunctioning equipment and repair or requisition outside contractor for repair
- Check mechanical and hydraulic controls on presses and perform try tests on presses
- Maintain water temperature controls and chillers
- Check plant systems routinely; maintain and repair electrical, hydraulic, and pneumatic equipment
- Develop and perform preventative maintenance on all plant equipment as indicated
- Make minor repairs, fix leaks, broken wires, paint and perform carpentry work as needed
- Communicate with all plant and office personnel regarding process improvements, problems, major renovations, and repairs needed, and other important information
- Prepare/maintain all documentation associated with position of Maintenance Person
- Follow all safety requirements including proper use of PPE, lockout/tagout, emergency evacuation, and right to know
- Reduce production costs by isolating and correcting problem areas, offering assistance in resolving production issues, working to improve job efficiency and improving uptime, etc.
- Maintain clean and neat work area
- Start up and shut down plant

Skills, Knowledge, and Abilities:

- Proficiency in English to understand company objectives
- Ability to give and receive effective direction to/from others ensuring objectives are met or exceeded
- Thorough understanding of OSHA requirements
- Mathematical and mechanical aptitude to read and understand machine manuals, schematics, molding equipment, and all other plant machinery
- Read/understand quality standards, work instructions, safety regulations, and all process and mold terminology
- Mathematical aptitude to read/understand material checks, machinery, and profitability of processes

Machinery and/or Equipment Involved:

- All process and manufacturing machinery and building equipment

Physical Demands:

- Lift up to 50 pounds frequently during the shift
- 20/20 vision with or without correction to read and understand all necessary documentation and forklift operation
- Standing, walking, twisting, bending, and reaching frequently during the shift
- Use of hands continually during the shift
- Exposure to environment of a manufacturing facility including continuous loud noises, exposure to fumes and dust, and contact with oils and solvents on a continuous basis

Submitted By

Date