



Job Title: Maintenance Mechanic
Division: Dairy
Department: Engineering
Reports To: Chief Engineer
Approved By: HR
Approved Date: 10/06/2015
FLSA Status: Non-Exempt

Summary

The Maintenance Mechanic will work in all phases of the production process to assure the facility operates in a highly efficient manner, in which utilization rates are constantly being monitored and maintained at as high of a level as possible (100% being the goal). Assure that the plant equipment is maintained in a proactive manner, by completing preventive maintenance and repairs in coordination with the scheduled downtimes and machine shutdowns. The successful candidate must be able to understand all policies, procedures, instructions, rules and regulations (including all safety training and safety information) associated with these positions which are written in English.

Essential Responsibilities

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Keeps shop area and production areas clean after repairs
- Ensures that proper Good Manufacturing Practices (GMP) procedures are followed as outlined by US Food and Drug Administration
- Be proactive in identifying maintenance needs and promote the TEAM approach to fulfilling these needs
- Troubleshoot electrical issues
- Provides emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service
- Prepares and sets up machinery for scheduled production runs
- Performs mechanic skills including, but not limited to, mechanical, electrical, pneumatic and hydraulic troubleshooting and repair of packaging and production machines
- Reads and interprets equipment manuals and work orders to perform required maintenance and service
- Comply with OSHA safety and health rules
- Maintains a professional working relationship with vendors.
- Participate in developing and maintaining plant safety awareness
- Support the company priorities by looking for ways to improve Safety, Quality and Waste Reduction/Productivity
- Always represent the company and yourself in a professional manner
- Maintain a sense of urgency during normal operations, breakdowns and down days
- Complete and maintain the maintenance log

Education and/or Experience

- High school diploma or equivalent.
- 3 to 5 years combined experience in plant maintenance including demonstrated knowledge of mechanics, pneumatics, hydraulics, electrical, building maintenance, wastewater treatment, boiler operation and maintenance and refrigeration

- Extended Shelf Life experience preferred
- Understanding and practice with OSHA Lockout/Tagout (LOTO) practices
- Working knowledge of Evergreen Fillers, specifically, Quart, and Half gallon paper fillers
- Experience in working with Conveyors
- Knowledge of Nordson glue units, Wexxar box formers and Topsealers
- Welding capability
- Ability to read schematics and piping diagrams
- Can troubleshoot electrical issues
- Understanding of PLC (Programmable Logic Controller)
- Proficiency in working with refrigeration systems, boilers systems, and Storm Water Protection

Competencies

- Ethical Conduct
- Discretion
- Problem Solving/Analysis
- Technical Capacity
- Excellent oral and written communication skills
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals
- Talking effectively and empathizing accurately
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs

Physical Demands

The physical demands described here 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.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing all day. The employee must frequently lift and/or move items over 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

This position will be part of the Operating Engineers local 501 union.

EOE & AA Employer M/F/D/V.

