

Job Title: **Manufacturing Engineering Maintenance Technician**
Department: Production
Report To: General Manager

Job Statement: Maintains, tests, and repairs electrical/electronic, mechanical, hydraulic, and pneumatic systems and components. Applies knowledge of electrical/electronics and mechanical principles in determining equipment malfunctions and applies skills in restoring equipment to operation. Provides skilled mechanical and electrical/electronic support to all areas of manufacturing.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Troubleshoots and repairs mechanical, hydraulic, pneumatic, and electrical/electronic equipment, AC/DC motors & controllers, and machine wiring.
- Plans and performs work requiring a thorough knowledge of electrical/electronic and mechanical theories and principles, writing specifications, local and national electrical codes, properties of various materials, and principles of operation and application of electronic equipment.
- Installs, starts up, and shuts down equipment in accordance with company safety procedures for machine activation and shutdown and in line with OSHA requirements.
- Advise operators of operation procedures and requirements for working safely with electrical/electronic and mechanical equipment and components.
- Informs appropriate management of potential electrical/mechanical problems and inherent dangers involved.
- Maintains company-required performance and maintenance records for identified equipment.
- Performs preventive maintenance functions as directed.
- Identify areas in which tooling, cleanliness, operation sequences, or forming consistency can be improved.
- Evaluate tooling and fixturing to determine optimum method of repair or improvement.
- Must have ability to interpret prints, sketches, verbal instruction, and mathematical data.
- Create and modify preventive maintenance instructions and logs in computer system.
- Order and maintain spare parts inventory.
- Performs minor maintenance and repairs on facility and property.
- Have a clean driving record.
- Oversees contractors performing HVAC maintenance/repairs, custodial work & lawn/lot maintenance.
- Performs other duties as required.

PHYSICAL REQUIREMENTS

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

- Able to lift materials weighing up to 100 pounds.
- Ability to work while standing, kneeling, or sitting.
- Good manual dexterity and hand-eye coordination.
- Ability to see and differentiate colors. Corrected vision that allows reading of small alphanumeric letters at a distance of 12-18 inches.

QUALIFICATIONS

- Must be an independent self-starter, able to work with very little direct supervision.
- 3-5 years of proven experience in the electrical/electronics, mechanical, hydraulic, and pneumatic fields are required and the ability to demonstrate high proficiency in these areas.
- Experience and ability to work in a fast-paced manufacturing environment.
- A thorough knowledge of electrical/ electronic components and equipment including the use of special instruments for diagnostic purposes.
- Must be able to work well with all levels of personnel whether individually or in a team environment, and especially must be able to interface and communicate with line operators in order to assist with repairs and troubleshooting.
- Willing to work any shift and overtime as required.
- Computer experience/operation are necessary.
- High degree of precision working with minimum tolerances required.
- Ability to climb in overhead structures, to work beneath machines and in close quarters performing analysis and repair work.
- Must be highly safety conscious.
- Familiar with computers, performing Internet searches and programs such as MS Word and MS Excel.

WORK ENVIRONMENT

Well lit, air conditioned, and heated manufacturing facility. Low to moderate noise level. Wire/cable and terminal debris and compressed air tools.

REQUIRED SAFETY EQUIPMENT

- Safety glasses.
- Steel toed shoes.