



Job Description

JOB TITLE: Maintenance Mechanic A

Employment : At-Will
FLSA : Non-Exempt
Department : Maintenance/Engineering
Reports to : Maintenance Manager
Prepared by : Cecilia Millan **Approved by:** Rob Davis, Plant Engineer

JOB SUMMARY:

The Maintenance Mechanic A participates as a team member in a high volume, light manufacturing environment. Responsible primarily to maintain filling and packing equipment including operation, quality, maintenance, troubleshooting and repairing activities to meet production needs in an efficient and safe manner.

MAJOR FUNCTIONS AND RESPONSABILITIES will include the following (but are not limited to):

- Adhere to all required safety requirements through entire facility
- Adhere to all required food safety processes and Good Manufacturing Processes
- Adhere to all factory and department policies and procedures and Operation, troubleshooting, diagnosing, and repairing of each filling and packaging machine and related equipment and with a strong focus on driving improvement
- Fully understand all equipment on the line including operation of it
- Drive execution of reactive maintenance on filling and packaging machines and related equipment and conduct predictive and preventative maintenance activities as requires
- Troubleshoot mechanical, pneumatic, hydraulic, electrical issues
- Coordinate and monitor changeovers to include changeover parts set-up, planning, improvement and assessment of changeover success
- Assist vendors as needed for startup and modification of filling and packing equipment
- Ensure quality control standards are being met as it relates to maintenance
- Record maintenance related data on CMs and other production systems
- Performs mechanic skills including, but not limited to, mechanical, electrical, pneumatic and hydraulic troubleshooting and repair of packaging and production machines
- Prepares and sets up machinery for scheduled production runs
- Perform facility maintenance and maintain clean and safe work area
- Read manufactures instructions, manuals, and technical blueprints (mechanical & electrical)



- Utilize process improvement techniques, tools, and procedures
- Provides emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service
- Follow plant standards and execute activities per recycle program
- Troubleshoot PLC
- Troubleshoot Instrumentation
- Mechanics interact with the leadership group, production team members, quality assurance and other maintenance technicians to improve and maximize plant efficiency, quality and safety
- Assist line supervisor with technical expertise for troubleshooting improving performance
- Participate in self driven improvement groups and use troubleshooting tools
- Perform all duties in accordance within the OSHA Safety Regulations and safety policies and procedures
- Ability to safely operate a forklift
- Welding/Fabrication- Mill Right Abilities

WORK SCHEDULE:

- This position requires that employees work Monday through Saturday, including some Sundays. Overtime as needed with or without prior notice;
- Hours may vary per day or as necessary to fulfill job responsibilities.
- Regular and Reliable Attendance is required.
- Mechanics are required to remain at work until relieved by next shift or supervisor.

FOOD SAFETY POLICY:

- Each employee is responsible for ensuring strict adherence to the companies Food Safety Management System (s) Policy (ies) and all procedures, Codes of Practice, etc. outlined by management.
- All employees undertake thorough training to ensure understanding and competence in all facets of the companies Food Safety Management System (Good manufacturing Practices, etc.).
- Each employee will receive Food Safety/Safety training on an ongoing basis.
- All employees must follow personal practices to prevent the contamination of our product.

EDUCATION/TRAINING/EXPERIENCE

- Bilingual in English and Spanish is preferred but not required.
- Technical Education in Industrial Technician or equivalent industry experience
- Minimum 3-5 years maintenance experience in an industrial environment, consumer products or food & beverage experience preferred.



- Current Certification in RETA Industrial Refrigeration or the ability to obtain a Certified Assistant Refrigeration Operator certification within 6 months of hire date.

QUALIFICATION REQUIREMENTS: To perform this job successfully an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to establish and maintain effective relationships with employees and supervisors.
- Ability to communicate effectively.
- Ability to work independently and/or in group.
- Able to operate, maintain, troubleshoot and fix machinery, industrial bearings, industrial drive gears and gear systems, shaft joining and coupling devices.
- Able to operate, maintain, troubleshoot and fix pneumatic and hydraulic systems.
- Able to operate, maintain, troubleshoot and fix electrical 110VAC, 480VAC 3 Phase, 12 VDC and DC drive components.
- Able to program motor control devices including PLC's, VFD's and use them to troubleshoot other components.
- Able to perform basic metal fabrication, MIG and/or TIG welding.

SUPERVISORY RESPONSIBILITY

This position has no supervisory responsibilities.

WORK ENVIRONMENT

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration. The employee is occasionally exposed to a variety of extreme conditions at job sites. The noise level in the work environment and job sites can be loud.

Amount of Each Day Spent: Standing 20 % Walking 80% Sitting 0% Total 100%

Employee Works: Inside 85% Outside 15%

Working Environment: Production environment

Physical Activity Required Performing Job:

Please Rate: **F**=Frequently **O**=Occasionally **S**=Seldom



While performing job, employee is required to	How Often
Twist	F
Stoop/Bend	F
Squat	F
Kneel	F
Crawl	O
Climb Ladders	O
Climb Stairs	O
Walk on uneven ground	O

Physical Activity Required	Total Hours Performed Daily					
	Never	Less than	1-2	3-4	5-6	7-8
Lifting under 10 pounds				X		
Lifting 10-25 pounds				X		
Lifting over 25-50 pounds			X			
Lifting over 50 pounds			X			
Carrying under 10 pounds			X			
Carrying 10-25 pounds			X			
Carrying 25-50 pounds			X			
Carrying over 50 pounds			X			
Pushing/Pulling under 10 pounds			X			
Pushing/Pulling 10-25 pounds			X			
Pushing/Pulling 25-50 pounds			X			
Pushing/Pulling over 50 pounds			X			
Reaching above shoulder height			X			
Reaching below shoulder height			X			
Reaching at shoulder height				X		
Talking						X
Hearing						X
Vision						X