

# MAINTENANCE I & E

## QUALIFICATIONS

- General computer skills necessary
- Machinery experience helpful
- Ability to follow standard operating procedures
- Must be detail orientated
- Possess logical problem solving ability
- Strong work ethic
- Ability to manage confined space entry, climb ladders and lift 60 lbs. required
- Excellent safety awareness and attitude
- Excellent housekeeping and sanitation habits
- Excellent communication skills and ability to work well with others
- Able to learn new skills and responsibilities
- Accuracy in record keeping
- Good organizational skills
- Ability and desire to train others
- Possess strong leadership skills
- Hard working and self-motivated
- Possess strong verbal and written communication skills
- Good interpersonal skills
- Knowledge of maintenance procedures for centrifuges, drying equipment, boilers, cooling towers, pumps, valves, electrical circuits and 4-20 milliamp instrumentations also beneficial
- 2 years of training or technical degree preferred
- 2 year work experience
- High School Diploma or GED
- Must be a licensed driver

## DESCRIPTION OF DUTIES

- Responsible to test, tune, analyze, adjust, replace, and repair malfunctioning or defective telecommunications equipment, including company owned PBX, key systems, networks, VHF, microwave, SCADA and EFM
- Rebuild Pumps
- P.M.'s on equipment
- Laser Alignment
- Seal replacement
- Stays informed of safety requirements
- Specific responsibilities include, but are not limited to the following:
  - Daily Rounds
  - Greasing and Oiling
  - Electrical repair
  - Equipment replacement
  - Pump repair
  - DCS/Delta V experience a plus
  - General Forklift Maintenance

- Basic Network Troubleshooting
- Basic PLC/HMI Troubleshooting

**REPORTING TO THIS POSITION:** None

**POSITION REPORTS TO:** Maintenance Manager

### **PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands and work environment characteristics 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.

- *Physical Demands:* The employee must lift and/or move up to 50lbs. Specific vision abilities required by the job include close vision, color vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- *Work Environment:* While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment is usually moderate. Some areas have been designated areas to use hearing protection. Hard hat, safety glasses, and leather gloves are required in designated areas.