Job Title: Maintenance Mechanic

Division: Animal/Plant Nutrition
Supervisor: Plant Manager
Reports To: Plant Manager

Position Summary:
Troubleshoot, maintain, install and repair production equipment, building systems and vehicle equipment.

Essential Duties and Responsibilities:

Perform preventive inspections, lubrication, periodic and incidental maintenance and repair of production equipment, vehicle equipment and building. Build, install, remodel, troubleshoot and/or make changes to building grounds or equipment, including structures, electrical systems, mechanical systems, pneumatic and hydraulic systems, building systems and related maintenance.

Create and maintain records of repairs of equipment and purchases of equipment or parts. Purchase and maintain adequate inventories of supplies and replacement parts. Reconcile parts inventories, accurately reduce and receive inventories and enter correct data on computer.

Assist in the design, specification and/or procurement of new equipment. Work with outside contractors and vendors as necessary. Assist in training personnel on the operation of production equipment.

Work as a team and communicate professionally. Maintain a clean and safe work environment. Perform duties within quality control and safety guidelines. Prioritize and quickly repair safety issues. Keep work area, shop floor and other areas clean and maintained. Empty waste receptacles. Follow safety rules, including perform lock out, tag out procedures. Report observed safety issues to supervisor.

Cross-train in all production work areas to cover production demands as requested. Assist with production duties and shipping and receiving as needed. Operate forklift. Perform other duties as assigned.

Qualification Requirements:

To perform this job successfully, employee must be able to perform each essential duty satisfactorily. The requirements listed below and on the physical demands sheet for this position 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.
Key Competencies

Core Competencies

Customer Focus:
Builds customer confidence, is committed to increasing customer satisfaction, sets achievable customer expectations, assumes responsibility for solving customer problems, ensures commitments to customers are met, solicits opinions and ideas from customers, and responds to internal customers.

Integrity/Ethics:
Deals with others in a straightforward and honest manner, is accountable for own actions, maintains confidentiality, supports company values, Conveys accurately both good and bad news.

Quality:
Is attentive to detail and accuracy, is committed to excellence, looks for improvements continuously, monitors quality levels, finds the root cause of quality problems, owns and acts on quality problems.

Teamwork:
Meets all team deadlines and responsibilities, listens to and values others’ opinions, helps the team leader to meet goals, welcomes newcomers, promotes a team atmosphere.

Role Specific Competencies

Dependability:
Meets commitments, works independently, accepts accountability, handles change, sets personal standards, stays focused under pressure, meets attendance/punctuality requirements.

Job Knowledge:
Understands duties and responsibilities, has necessary job knowledge, has necessary technical skills, understands company mission/values, keeps job knowledge current, is in command of critical issues.

Work Environment/Safety:
Promotes mutual respect, keeps workplace clean and safe, supports safety programs.
Education and Experience:

High school diploma or general education degree and five or more years industrial maintenance or equivalent experience. Two year technical training degree desired. Forklift certification. Working knowledge of mig, tig, and gas welding. Electrical experience with AC/DC high and low voltages. Basic knowledge of blueprints.

Skills:

Mechanical troubleshooting skills. Must be able to evaluate, repair and operate production equipment and building systems. Must be able to build, install, remodel, troubleshoot, change, maintain and repair building grounds and/or equipment, including structures, electrical systems, mechanical systems, pneumatic and hydraulic systems, building systems and related maintenance. Welding and hand and power tool skills to repair and maintain equipment as well as perform other maintenance functions.

Basic mathematical skills--ability to accurately add, multiply and divide in units of measure, using whole numbers, common fractions and decimals. Ability to compute units of time and weight measurement and volume. Ability to read and follow directions and to read and interpret blueprints. Computer and accurate data entry skills. Skilled operation of stand-up and sit-down forklifts.

Physical Demands:

Employee is frequently required to operate machinery and repetitively grasp objects simply and firmly and use fine manipulation dexterity. Employee must occasionally sit, stand, walk, squat/kneel, crawl/kneel, bend/stoop, twist/turn, push/pull, flex/extend/rotate neck and wrists, rotate forearms, reach vertically and horizontally, and lift and carry up to 75 lbs. Must be able to use hands together and separately at all levels from ankle to above head. Must use both feet together, separately and repetitively to operate equipment. Specific vision abilities include close vision, distance vision, peripheral vision and depth perception. Must be able to hear and follow instruction.

Work Hazards: Stand and walk on dusty or wet floors. Climb ladders and crouch under equipment. Handle chemicals and dry materials with hazards associated with each of them. Use/operate tools and equipment to perform various maintenance and/or production tasks. Work around moving machinery and in confined spaces. Operate forklift. Lift up to 75 lbs. Hazard, handle concentrates in production equipment when it breaks down. Work with hoses and connections which may sometimes spray chemicals, ingredients when broken down.
Work Environment: Exposure to noise, heat, excessive changes in temperature and humidity, and airborne dust particles.

Safety Equipment: Respiratory equipment, hearing protection, uniforms, safety glasses, gloves, welding helmets, face shields, rubber apron/gloves and safety boots. Full-face shield as required on chemical hazard sheets. No full facial beards are allowed.

Backup to: Production Technician
Backed up by: Maintenance Technician
Reports to: Plant Manager
Supervises: None