



Job Description
Revision: May 29, 2018

Job Title: Maintenance Technician
Department: Maintenance
Reports To: Maintenance Supervisor
FLSA Status: Hourly / Non-Exempt, Technical

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Summary

Supports operations by repairing and maintaining machinery and mechanical equipment such as engines, motors, pneumatic tools, conveyor systems, and production machines and equipment by performing the following duties. Will be responsible to adhere to food safety, quality and legality principles.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Observes mechanical devices in operation and listens to their sounds to locate causes of trouble.

Repairs and maintains, in accordance with diagrams, sketches, operation manuals, and manufacturer's specifications, machinery and mechanical equipment, such as engines, motors, pneumatic tools, conveyor systems, and production machines and equipment, using hand tools, power tools, and precision-measuring and testing instruments.

Dismantles devices to gain access to and remove defective parts, using hoists, cranes, hand and power tools. Examines form and texture of parts to detect imperfections. Inspects used parts to determine changes in dimensional requirements, using rulers, calipers, micrometers, and other precision measuring instruments.

Adjusts functional parts of devices and control instruments, using hand tools, and power tools. Repairs or replaces defective parts. Installs special functional and structural parts in devices. Starts devices to test their performance.

Lubricates and cleans parts. May set up and operate lathe, drill press, grinder, and other metalworking tools to make and repair parts. May initiate purchase order for parts and machines.

May replace fuses, light bulbs, circuit breakers, electric switches and repair electrical equipment as such as job requires.

May perform general building maintenance and repairs.

As a certified forklift operator, safely operates equipment to complete tasks.

Continuously sanitizing and cleaning their work areas in order to maintain a Food Safe environment.

Uses proper safety precautions on the production floor at all times. Assures all staff adheres to our safety and GMP policies and procedures at all times.

Adheres to our Core Values and ICARE principles.

Supervisory Responsibilities

This job has no supervisory responsibilities.

Qualifications 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.

Education and/or Experience

Associate's degree (A. A.) or equivalent from two-year college or technical school; or six months to one year related experience and/or training; or equivalent combination of education and experience.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Computer Skills

To perform this job successfully, an individual should have knowledge of Manufacturing software and MS Office software.

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 stand and use hands to finger, handle, or feel. The employee is frequently required to walk and

reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell. The employee must regularly lift and /or move up to 25 pounds, frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment *The work environment characteristics described here are representative of those an employee encounters while performing 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 exposed to moving mechanical parts. The employee is frequently exposed to wet and/or humid conditions and extreme heat. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold and risk of electrical shock. The noise level in the work environment is usually moderate.

Costanzo's Bakery provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Costanzo's Bakery complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

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