

Maintenance Assistant

A cosmetic manufacturing company has immediate openings in its San Leandro, CA facility for an ASSISTANT MAINTENANCE TECHNICIAN position in a small cosmetic manufacturing job shop environment. This facility formulates, manufactures and packages a variety of cosmetics including powders, lipsticks, mascaras, soaps, creams, etc.

Responsibilities include, but not limited to:

- Preventative Maintenance and repair of mixing and dispensing machines.
- Preventative Maintenance and repair of building and factory infrastructure
- Perform machine set ups.
- Manual loading/unloading of various products related to the factory, building and machines including lifting up to 50 lbs.
- Read and understand work instructions.
- Work in a fast paced environment with continuous interruptions.
- Flexibility to work in a small job shop environment to pitch in and do other tasks as necessary.
- Cleaning of equipment and facilities infrastructure including some outside work.
- Ability to do multitasks.
- Perform preventative maintenance tasks after suitable training
- Requires bending, sitting and standing.
- Working with Microsoft Windows based programs.

Qualifications:

- 2 years production experience in machine operating environment
- Previous mechanical maintenance and repair experience
- Knowledge of and experience with various hand and power tools
- Ability to do Multitasks.
- Read, write and interpret English language.

Salary: DOE

Job Type: Full Time

