



Job Role & Responsibilities

Job Role:	Facilities Technician 1
Reports to:	Maintenance Manager
Revision Date:	4/8/2019
Updated by:	Veronica Zapata

Summary of Position:

A facilities maintenance technician performs a variety of routine and semiskilled tasks around the facility of the Hollister GC Farms facilities, equipment, and grounds.

Essential Duties for all Employees:

- Maintain a clean and safe work environment that promotes work safety and product integrity.
- Must follow all Safety, HACCP & GMP requirements at all times.
- Adaptable to a fast paced environment.
- Willing to be flexible to accommodate changing business conditions.
- Ensure cleanliness around facility, freezer and production area.

Job Specific Duties & Responsibilities:

1. Maintains building and grounds cleanliness
2. Completes all work orders and maintains proper documentation
3. Reads and interprets equipment manuals and work orders to perform required maintenance and scheduled service
4. Making routine plumbing repairs (example: repairing leaks, unplugging toilets and waste pit drains, etc.)
5. Replacing light bulbs and fluorescent lights, and making basic electrical related repairs (example: replacing electrical receptacles, running wire, etc.).
6. General building maintenance
 - a. minor paint jobs, installing doors, door stops, cabinet doors, adjustable shelving, etc
7. Making minor roof repairs under supervision
8. Forklift/pallet jack repairs and PM
9. Making minor grounds and landscape irrigation repairs
10. Assist refrigeration on basic HVAC systems, i.e. replacing filters and basic trouble shooting.
11. Climbs ladders or steps to reach objects
12. Operation of man lifts and industrial equipment under GC Farms Supervised training, and will be expected to comply with GC Farms safety procedures
13. Assist with process water management
14. Complete knowledge of the entire facility
15. Comply with OSHA safety and health rules
16. More difficult or skilled work may be performed under the direct supervision of a Facilities Supervisor or skilled facility maintenance technician/worker. Specific duties performed may vary by assignment

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Qualifications:

1. High school diploma or equivalent.
2. Any combination of training, education, and experience equivalent to (1 - 3 years) construction or facility maintenance trades experience
3. English literacy is a plus

Physical Requirements:

1. 55% Walking, 15% bending, 5% squatting
2. 25% Walking up/down stairs & ladders
3. Lifting approximately 50#
4. 30% Reaching
5. Working environment inside: Cold 40 to 100 degrees, Outside varied weather conditions
6. 70% Manual dexterity and fine motor skills

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Equal Employment Opportunity

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