



## Job Role & Responsibilities

Job Role:	Maintenance Mechanic I
Reports to:	Maintenance Manager
Revision Date:	4/8/2019
FLSA Status	Non-Exempt

### **Summary of Position:**

The job of Mechanic was established for the purpose/s of ensuring the safe operating condition of all processing equipment includes determining needed repairs and/or replacements; performing required repairs, preventive maintenance and providing written documentation of repairs to meet facility, state and federal requirements.

### **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. Create and complete all assigned preventive and corrective work orders. Provide accurate documentation information for daily forms to audit inspection standards.
2. Provides emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service times.
3. Prepares and sets up machinery for scheduled production runs. Supports sanitation by disassembling and reassembling of machinery before and after sanitation.
  - a. Chutes, Screens, Belts, Hoses, Covers, Chain, Knives
4. Performs basic mechanical skills including, but not limited to, mechanical, electrical, and hydraulic troubleshooting and repair of packaging and production machines. (Repairs and maintains, in accordance with diagrams, sketches, operation manuals, and manufacturer's specifications, machinery and mechanical equipment, such as engines, motors, conveyor systems, and production machines and equipment, using hand tools, power tools, and precision-measuring and testing instruments)
5. Maintaining personal and company tools & equipment to BRC inspection compliance level.
6. Operational knowledge of equipment using Ignition System
7. Metal fabrication (Stainless Steel) Welding (TIG/ MIG) a plus but not required
8. Assist with plumbing repair and new install (Schedule 80 PVC, Stainless steel, steel and galvanized pipe)
9. Basic metal working with supervision.
10. Lifting, Carrying, 50# lift min.
11. Obtain knowledge of processing equipment and locations
12. Comply with all company GMP's, Policies, OSHA safety and health rules
13. Continued observation and learning of maintenance process / procedures of equipment operations, improving individual knowledge and skills of advanced work practices

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### **Qualifications:**

1. High school diploma or equivalent.
2. Continuing education in Industrial Maintenance/Mechanic related courses is a plus
3. 4+ years of related experience in packing machines/production machines.
4. English literacy is required
5. Will report to the Maintenance Manager

### **Physical Requirements:**

1. 55% Walking, 10% bending, 5% squatting
2. 20% Walking up/down stairs & ladders
3. Lifting approximately 50#
4. 15% Reaching
5. Working environment inside: Cold 40 to 100 degrees, Outside varied weather conditions
6. 50% Manual dexterity and fine motor skills
7. 50% sitting at work station computer ( Maintenance Connection updating) & applicable tasks

### **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**

George Chiala Farms, Inc. is an Equal Opportunity Employer

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