

Job Title: Maintenance Technician

Department: Manufacturing

Reports to: President

FLSA Status: Non-Exempt

Summary

The Maintenance Technician is responsible for performing maintenance on specified equipment in a timely and accurate manner. The Maintenance Technician will also assist with inspecting all machines and equipment to ensure they are meeting operational standards and perform other tasks as needed.

Key Job Duties:

- Performs planned, corrective and unplanned maintenance on specified equipment.
- Uses available documentation for equipment to troubleshoot and repair equipment.
- Ensure safety in the work place by eliminating unsafe conditions.
- Maintain a clean and organized work area.
- Supports Quality Systems.
- Protect Company assets by the direct intervention of any condition resulting in the abuse of equipment or buildings.
- Executes the preventive maintenance program as directed by the Maintenance Supervisor.
- Inspects operating machines and equipment for conformance with operational standards.
- Maintains communication (oral and written) within the maintenance team to ensure smooth shift transitions.
- Other duties as assigned or required.

Qualifications

- High school diploma, or GED
- Must be a self-starter capable of working in a team-based environment.
- 3-5 years of related experience in a food grade facility. Dry goods and high speed packaging experience preferred.
- Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to work with mathematical concepts such as addition, subtraction, multiplication and division. Ability to apply concepts such as fractions, percentages.
- Ability to solve practical problems and the ability to interpret a variety of instructions furnished in written, oral diagram or schedule form.
- To perform in this job successfully, an individual should have knowledge of business software, and manufacturing software (HMIs, PLCs, and manufacturing controls).

Knowledge and Skills

Must possess the knowledge and understanding of basic math skills including weight calculations, averages and percentages. Must be able to read and write in English. Must be proficient in MS Word and Excel, have working knowledge in PowerPoint. Access knowledge a plus.

Work Environment/Physical Demands:

Ability to sit, stand and bend. Ability to lift at least 30 lbs.

Schedule: Full-time

Shift: 1st shift (Monday through Friday 7:00 AM- 3:30 PM) 2nd shift (Monday through Thursday 3:00 PM- 11:00 PM with a flex day on Friday) or 3rd shift (Sunday- Thursday 11:00 PM- 7:00 AM)

Please submit your resume or stop in for an application at the address listed below. Please contact Jessi at 320-357-3505 with any questions.

Enterprise CP ~ 100 Banta Road ~ Long Prairie, MN 56347

