



Maintenance Technician

Position Summary

Administer and sustain systems in preventative maintenance, and unplanned maintenance.

Responsibilities

- Lead by example, supporting MCL MVV, Guiding Principles Policies and Directives.
- Mentoring and cross training as applicable on maintenance and calibration systems.
- Participate in team environment sharing creative and innovative ideas supporting improvements.
- Use and maintain documentation control per MCL Quality Systems.
- Preventative maintenance program maintained, involving teams in PM ownership.
- Coordinate and perform maintenance of equipment in accordance with systems procedures.
- Maintain maintenance database
- Daily use and management of applicable computer programs
- Participate in training to support the high performance model.
- Ensure all tools and equipment being used are calibrated and in safe working condition.
- Information is accurately communicated within the team and to other teams.
- Maintenance schedule communicated as appropriate to ensure on time activity and effectiveness
- Compliance to MCL Quality Systems and supporting ISO9001 standard
- Manage production equipment suppliers
- Emphasis on and recognizing safe or unsafe working practices. Involvement in documenting use instructions, creating visuals or other support as applicable

Education/Training

- High School Diploma or equivalent
- 2 -year Associates degree or equivalent experience in electrical, mechanical or maintenance field

Knowledge/Skills/Abilities

- Basic computer skills (Word, Excel, Outlook and Internet Explorer)
- Strong written and verbal communication skills
- Strong math skills
- Time management and prioritization
- Ability to read prints/schematics/drawings
- Ability to safely use basic electrical tools and equipment
- Strong Mechanical and Electrical aptitude
- Strong Troubleshooting skills



Travel Requirements

- Some travel within the village of companies between Pulaski and other Village of Companies entities locations may be necessary.

Physical Requirements

- Lifting up to 80 lbs

Materials and Equipment Utilized

- Fork lift
- Scissors lift
- Boom Lift

Working Environment:

- Manufacturing

