

WEIDMANN

WEIDMANN ELECTRICAL TECHNOLOGY INC.

Job Description

<u>Job Title:</u>	Maintenance Technician
<u>Reports To:</u>	Maintenance Supervisor
<u>Date:</u>	07/2019
<u>Classification:</u>	Hourly Non-Exempt
<u>Pay Range:</u>	\$23.00 - \$38.00 per hour based on aptitude tests and supervisor evaluation

Purpose: Provide technical support and repair on industrial equipment for the Paper Machine and Converting operations in the Urbana, Ohio plant. The projects may be Mechanical or Electrical in nature.

Essential Duties and Responsibilities:

- Provide maintenance support to all areas of the plant and assist in developing a comprehensive preventative maintenance program for equipment.
- Perform mechanical and electro-mechanical preventive and corrective maintenance in support of manufacturing production.
- Performs troubleshooting, repairs and installations of mechanical equipment including but not limited to pneumatics, hydraulics, gear reducers, pumps, steam/condensate and any other mechanical device.
- Performs general mechanical maintenance.
- Performs sheet metal and steel layout, fabrication, welding, and pipefitting (Preferred, but not required).
- Read, interpret, and update mechanical blueprints and schematics for installation of new equipment and to troubleshoot existing equipment.
- Reads and understands maintenance manuals concerning troubleshooting, repair, and overhaul of new and existing equipment.
- Maintains records applicable to the job such as failure reporting, equipment files, and equipment modifications (i.e. equipment card changes).
- Uses CMMS to obtain spare parts, retrieve work order information, and generate new work orders. Assumes responsibility for signing out spare parts and completing repair tags.
- Works with supervisor to prepare and implement daily work schedule and document spare part requirements for equipment.
- Complies with all safety and housekeeping rules.
- Performs work and safety audits per department guidelines.
- Maintains tools and assigned equipment in good condition.
Performs cross-functional communication to process and maintenance department including individuals as required by department guidelines.

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700 West Court Street, P. O. Box 716, Urbana, OH 43078, USA

T +1 937 652 1220, www.weidmann-electrical.com

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Requirements:

- High School graduate or equivalent. Prefer technical certification in Maintenance field, but not necessary
- 2 years in manufacturing, industrial maintenance or equivalent education (Mechanical, Electrical, Maintenance certification)
- Welding and fabrication experience – (Preferred, but not necessary)
- Mechanical or Electrical aptitude
- Good documentation skills and practices communication and interpersonal skills.
- Ability to work well in a diverse team environment with minimal supervision

Issue Date	Rev. Level	Author	Approval	Change Summary
7/12/19	1	CW		Created simpler version of JD-0051
8/13/22	2	CW		Updated pay rate