



JOB DESCRIPTION

Title ~ Maintenance Mechanic
Reports To ~ Equipment/Maintenance Manager
FLSA Status ~ Non-Exempt, Hourly
Union Status ~ Non-Union

Summary ~

This position is accountable for the entire maintenance and repair of various types of fabrication machines/equipment within the facility. This position works under the supervision of the Maintenance Manager and is required to comply with the standard operating procedures of the Company. Work is performed in a shop/warehouse setting with exposure to outside elements.

Essential Job Functions ~

- Observe and exercise all company safety policies and procedures:
 - Proper PPE
 - Lifting guidelines
 - Machine safety guidelines
- Self motivator, works independently with little or no supervision daily.
- Performs routine maintenance:
 - Replace fluids and/or filters
 - replace worn belts/hoses
 - adjust clutches
 - inspects hydraulics
 - Cleans and lubricates
- Installs new equipment.
- Troubleshoot and repair internal combustion engines (gas and diesel), Electrical Systems (480v motor controls), Hydraulic Systems
- Reports and recommends any major repairs, tool purchases and concerns to Maintenance Manager.
- Completes misc paperwork:
 - Purchase orders
 - Schedule logs
 - Timesheets
- Works effectively with all co-workers and customers.

Other Job Functions:

- Maintains good housekeeping.
- Attends organizational and outside training as requested to enhance job skills.
- Attends safety meetings and actively supports the T BAILEY Safety Program.
- Additional duties or responsibilities as assigned by department supervisor and may include temporary department transfers or occasional travel to jobsites.

Qualifications ~

- Ability to recognize and interpret documents:
 - safety rules

- operating and maintenance instructions
- procedure manuals.
- Extensive knowledge of related machine, equipment and tooling required.
- Safely operates hand and power tools.
- Basic math.
- Valid Washington State driver's license to operate company vehicles.
- Maintain high standards for safe, accurate work despite various deadlines and pressures.
- Flexibility of work hours
- Ability to obtain necessary certifications

Education and Experience:

- High school diploma or equivalent
- Previous experience, apprenticeship or formal training.
- Minimum of 5 years maintenance mechanic experience with related equipment.
- Experience with operating overhead cranes for a minimum of One (1) year.
- Combination of education and experience may qualify the candidate for the position.

GENERAL PHYSICAL REQUIREMENTS:

- Position requires the ability to lift, push or pull up to 60lbs occasionally, and/or 25-50lbs frequently and/or 10-20lbs constantly.
- Ability to move throughout the warehouse including ability to walking up and down stairs/ladders multiple times per day.
- Regularly required to walk or stand the duration of 8-10 hour shift daily.
- Occasionally required to sit, bend, reach, crouch, stoop or kneel.
- Physical ability to hold various tools at various angles (including overhead).
- Safe operation of the equipment requires accurate hearing and vision.
- Incumbent may be required to utilize a variety of fabrication equipment including, but not limited to, forklifts, cranes.
- Exposed to various machines/equipment with moving parts and pinch points.
- Frequently exposed to fumes and/or airborne particles.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.