

**Position:** Maintenance Mechanic Technician

**Location:** Lake Forest, CA

**Duration:** Direct, Permanent

**Hours:** 5x40 schedule, hours are 2<sup>ND</sup> SHIFT

**Reports To:** Facilities Manager

**Direct Reports:** N/A

**Summary of position:**

The Maintenance Mechanic Tech must have the skill and flexibility to work on any equipment within the facility and support all departments within the company.

The desired applicant is an experienced Maintenance Mechanic Technician able to provide preventative maintenance and repairs of numerous types of industrial machinery. The applicant must troubleshoot electrical and mechanical issues and suggest the best course of action, whether to repair in-house or to seek a qualified outside source. The ability to read and follow electrical schematics to diagnose failures is a must. Basic plumbing and industrial wiring and tracking HAZMAT-related items will also be the candidate's responsibility. Learning company rules regarding safety and enforcing employee safety is also the responsibility of this position. This position leans heavily toward troubleshooting and repairing electrical issues.

**Requirements / Must haves:**

- Must have five (5) years of professional technical experience which includes experience in diagnosing and performing mechanical systems repair, electrical systems repair and routine preventative maintenance.
- Ability to draw and read electrical and hydraulic schematics and diagrams.
- Ability to communicate effectively with all levels of employees, customers, management and respond to instructions/assignments.
- Strong interpersonal skills and good judgment with the ability to work alone or as part of a team.
- Ability to recommend, order, receive, and install replacement parts on a variety of equipment.
- Intermediate-level skills in Microsoft Office software suite - Word, Excel, and Outlook.
- Must be able to read, write and speak English.
- Work with high-pressure gas (10,000psi)

Preferred

- HAZMAT Certification
- Trade Certification (Welding, Electrical, Construction)
- PLC Programming experience
- Natural gas controls

**Job Duties:**

- Be willing to work under pressure to fix equipment.
- Works with a sense of urgency to get equipment back up and running.
- Conduct repair failures of production and facilities equipment.
- Ensure maximum equipment efficiency, effectiveness, and reliability.
- Respond to maintenance calls and help to complete a repair that has already been started.
- Inspect machines, develop repair lists, and identify short-term and long-term repairs so that machines run correctly.

- Be able to work from task lists when diagnosing machines and taking corrective actions.
- Oversee the routine facility maintenance – pumps, lighting, compressors, ovens, production equipment.
- Support in assessing and repairing potential safety hazards.
- Ensure Hazmat materials are stored, handled, and disposed of properly.
- Able to perform light machining operations using such equipment as a vertical milling machine and a lathe.
- Ability to perform welding and fabricating operations as needed.
- Work closely with Engineering and Quality departments to ensure improvement of operations, utilizing process simplification and automation as appropriate.
- Seek ideas from the manufacturing team to improve the work environment.
- Flexible schedule. This person must be able to respond to emergencies outside of regular office hours. Must be prepared to support facility-related projects on weekends and evening hours as required.
- Ability to troubleshoot and repair production equipment, assess problems as needed.
- Ensure Preventative Maintenance procedures are implemented, modified, and followed as needed.
- Assist in the selection of new equipment and ensure any new acquisitions are properly installed.
- Provide cross-training to lesser experienced team members.
- Must be able to assist entry-level mechanics with difficult repairs.
- Responsible for securing quotes from outside contractors and ensuring job completion.

**Physical Job Requirements:**

- This is primarily a manual labor position requiring the employee to spend approximately 8 hours per day in a shop environment. They will be walking and standing for extended periods reaching with hands and arms operating equipment, occasionally required to sit, crouch, and kneel. Vision abilities required for this job include close vision, distance vision, peripheral vision, depth perception and ability to focus. Must be able to lift 75 pounds.