

MAINTENANCE TECHNICIAN

Reports to: Supervisor/Manager | Department: Maintenance

EEOC: 06 | FLSA : Non-Exempt | Effective: 05-2025

Maintenance Technicians report to the Maintenance Supervisor or Manager. Techs are responsible for solving mechanical electrical and electronic problems for the plant and perform troubleshooting, repairs, and maintenance for production equipment in a safe, timely, and cost-effective manner.

The following is not intended to be all-inclusive. The employee may be required to perform other duties as assigned by management.

Typical responsibilities will include

- Troubleshoot and repair mechanical problems on all plant equipment including mechanical drive systems and hydraulic and pneumatic systems.
- Perform building maintenance and repairs.
- Perform preventative maintenance on all equipment, conduct equipment inspections, check and replace items, and schedule future maintenance as required.
- Operation and servicing forklifts and other mobile equipment.
- Troubleshoot and repair electrical problems on plant and processing equipment such as wiring, circuits, fuses, switches, transformers, motors, and drives using diagnostic equipment.
- Effectively interact with team members and management through the engagement process in support of company goals.
- Keep track of parts used and request replacement parts when necessary. Ensure parts are installed when received in a timely manner.
- Works with the team in a manner which supports continuous improvement and change.
- Use a computerized maintenance system for equipment history and parts.
- Keep all work and shop areas clean so to avoid injury and/or sanitation problems.
- Provide input into mechanical, electrical, and electronic designs of equipment.
- Participates in on-call rotation to support production facility.
- Adhere to all safety policies and procedures.
- Other duties as assigned.

Work Experience and Skills

- Ability to read prints and schematics.
- Ability to troubleshoot plant and production equipment problems (mechanical, electrical and electronic).
- Ability to effectively interact and communicate with operators and outside vendors.
- Ability to work closely with other team members to share responsibilities and solve problems.
- Ability to work alone and be self-directed.
- Must be able to read, write and communicate in the English language.
- Demonstrated ability to work safely.
- Regular and consistent attendance are essential functions.

Education Required

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- High School Diploma or equivalent.

Preferred Qualifications

- 1 -2 years vocational training or equivalent experience in maintenance mechanics, hydraulics, pneumatics, machine shop, electricity, electronics, and programmable computers and/or related work experience.
- Knowledge of production machinery operation and maintenance, and electrical.
- Experience in plant and production equipment maintenance including mechanical.
- Experience in an automotive repair shop is beneficial.

Physical requirements include -

- Physical ability to work around and on industrial equipment, including frequent climbing, stooping, reaching, pulling, pushing, twisting, bending, kneeling, crawling and grasping.
- Standing for extended periods of time, walking up to one (1) mile per day, and data entry while seated.
- Ability to lift and carry 70-to-100-pound objects. Repetitively lift and carry 20- and 50-pound objects. Ability to lift, push and pull up to 50 lbs. frequently (unassisted)
- Capable of using hand tools, power tools, and precision-measuring and testing instruments both mechanical and electrical. Ability to open valves.
- Ability to work in confined spaces and climb several flights of stairs and ladders up to 200 feet
- Hearing, seeing (acuity - near far and depth).
- Exposure to environmental conditions (frequently walking in and outdoors) with exposure to extreme cold and warm temperatures from -20 to +100 degrees.
- Must be willing to work around dust, oil, grease, chemicals, and other substances.
- Ability to work overtime as needed.
- Ability to wear Personal Protective Equipment (PPE) in designated areas (Hard hat, safety glasses, gloves, heeled boots and hearing protection).
- Must be able to pass a pre-employment background check, drug screen, and pre-hire physical.

Your employment with Cardinal will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason with or without cause. This letter is not a contract or guarantee of employment for a definite amount of time.