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# Example of Electrical Maintenance Job Description

Our growing company is looking for an electrical maintenance. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for electrical maintenance

* Ability to estimate labor durations for maintenance electrical repairs, request materials and services, interpret engineering design packages and work with operations and supply chain groups to create maintenance work packages for scheduling
* Strong knowledge of SAP or other CMMS with ability to learn and use SAP
* Well-developed people skills – be able to work with/take direction from a diverse group of personnel
* High emphasis on customer focus
* Accountable to meet deadlines and complete functional contributions as outlined
* Professional manner/ability to interface with all levels of the organization
* Proactive in evaluating assignments and seeking continuous improvement opportunities
* Advises operators and line mechanics of operation procedures and requirements for working safely with electrical and mechanical equipment and components
* Responds in a timely manner to the needs of manufacturing in the event of an unplanned electrical failure on the production line
* Responsible for the successful and timely completion of projects as assigned by the Maintenance Supervisor

## Qualifications for electrical maintenance

* Work with production to ensure all quality standards are met
* Work with production to ensure expected production volumes are met
* Perform preventive maintenance as assigned
* Fill out all assigned paperwork and reports
* Requires application of special skill, knowledge and pertinent techniques to work assignment
* Previous experience with high voltage is preferred