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# Example of Elevator Mechanic Job Description

Our company is looking to fill the role of elevator mechanic. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for elevator mechanic

* Performs scheduled maintenance and minor repairs to elevator and hoist way mechanical system which includes but is not limited to replacing door rollers and gibs
* Performs other related duties as assigned, to include major repairs and all required safety tests
* Troubleshoot, repair and maintain the various types of automation elevators, including drum, hydraulic and traction machines
* Maintain and service associated operation equipment such as controllers, selectors, generators, cab and hatch doors, controls and safety equipment
* Review and interpret electrical circuit diagrams for the maintenance and safe operation of conveyance equipment including passenger & freight elevators, continuous belt manlifts, pallet lifts & special purpose elevators
* Perform preventative maintenance on rack and pinion industrial elevators
* Trouble-shoot and diagnose problems in electric brakes, motors, switches, variable frequency drives
* Cleans, lubricates and adjusts relays, controls, door operators and elevator pits as needed
* Repair and/or replace faulty components to return elevator to fully operational status
* Makes periodic elevator inspections to ensure safe and efficient operations as scheduled by preventive maintenance computer print-out

## Qualifications for elevator mechanic

* At least three years of experience in maintenance and repair of both cable and hydraulic elevators
* Thorough knowledge of city and state building codes and elevator codes
* Familiar with major elevator manufacturers and equipment
* Must possess valid/current City of Los Angeles Department of Building Services Elevator Mechanic Journey Level License and State of CA Certified Competent Conveyance Mechanic (CCCM) General Certification
* Completion of a recognized apprenticeship as an Elevator Mechanic
* Completion of recognized apprenticeship or trade school program as an electrician