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# Example of Industrial Maintenance Technician Job Description

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

## Responsibilities for industrial maintenance technician

* Correctly complete all documentation as per SOP’s, and GMP requirements, , maintenance logs, work orders
* Complete planned work such as regular PMs
* Ensure the proper selection, care and use of tools, parts and equipment while performing all job related duties
* Escalate issues to the appropriate support groups (QA, Process, Maintenance, Operations) and help in the resolution and 5 why analysis
* Recommend and actively support the implementation of process improvement opportunities
* Electrical troubleshooting, repairing, and installing of 3-phase AC/DC electrical components
* Perform preventative and scheduled maintenance
* Lead and manage indirect reports as assigned
* Coordinates monthly Maintenance budge, monthly outlook updates, and other reporting requirements
* Assist with the preparation of Maintenance budgets, reviews budget proposals, prepares necessary supporting documentation and justification

## Qualifications for industrial maintenance technician

* Willingness to wear necessary Personal Protective Equipment (safety glasses, ear plugs, hard hat, steel toe boots)
* High School diploma/GED required - Vocational/tech school would be great
* General hand tools required - list available upon request
* All PPE provided by the company - no steel toe boots required
* Comprehend schematic diagrams, blueprints and other specifications required by our client
* Previous verifiable work history