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# Example of Maintenance Tech Job Description

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

## Responsibilities for maintenance tech

* Installs and repairs electrical apparatus, such as transformers and wring, and electrical and electronic components of machinery and equipment
* Responsible for safety and housekeeping procedures to provide a safe and clean work environment
* Must follow all company and regulatory policies/guidelines relating to food safety and quality
* Provide assistance to departments requiring maintenance needs or assistance
* Also provide assistance to Manufacturing Engineers and Quality as it relates to fixtures and gages that are used in the manufacture of assemblies or products
* Maintain daily inspections and reports on relevant equipment
* Provide technical guidance to personnel in proper maintenance procedures
* Initiate, develop and participate in the implementation of equipment modifications, equipment upgrades and continuous process improvements to improve productivity and reliability
* Conduct technical audits of equipment condition status and report findings
* Assist in training maintenance technicians, plant operators, and other personnel

## Qualifications for maintenance tech

* Regularly lift up to 10 pounds, frequently lift or move up to 25 pounds, and occasionally lift or move up to 50 pounds
* Ability to prioritize assigned tasks on a timely basis
* 24hr Call-In availability to meet customer production requirements
* Assist Facilities technician when needed
* Provide support to Quality Technicians for calibration of assembly equipment
* Lathe and Milling machine experience