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# Example of Production Maintenance Mechanic Job Description

Our company is hiring for a production maintenance mechanic. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for production maintenance mechanic

* Prepare and set-up machinery for scheduled production runs
* Provide emergency/unscheduled repairs of production equipment while production is in process, and perform routinely-scheduled maintenance repairs of production equipment during machine service
* Resolve auxiliary equipment issues
* Provide appropriate support (as necessary) to Material Handling / Receiving crews
* LOTO and Forklift certification
* Completion of an Accredited two-year Technical College Program in a related field of study
* Positive Work Ethic and Initiative to address and resolve issues that arise in the immediate situation
* Some individual jobs may require heavy lifting (up to 75 lbs) and pushing of heavy carts
* Utilizes meggers, voltmeters, multi-meters
* Plan, lead and execute preventative maintenance (PM) according to PM schedule to minimize equipment downtime

## Qualifications for production maintenance mechanic

* Must be able to work some weekends when required
* A variety of work schedules is available, including 1st, 2nd, and 3rd shifts
* Some travel to support remote work sites and business startups nationwide may be required
* Wear steel toe safety shoes, safety glasses, gloves, hard hat and other Personal Protective Equipment as needed
* Complete reactive maintenance on production lines to recover from equipment failures by repairing mechanical, electrical, and structural components
* Create retrofits and fabrication, complete machine tear down/repair and assembly and work on PLCs, VFDs, and electric motors