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# Example of Repair Tech Job Description

Our growing company is looking for a repair tech. 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 repair tech

* Perform any other duties as assigned by the rental supervisor
* Inform each guest how to use the equipment rented
* Collect payment from customer using RTP
* Provide services to guests
* Maintenance or repair of torque related process equipment in a manufacturing environment
* Install, test, calibrate, and repair simple and complex mechanical tools in a timely manner
* Coordinate and perform preventative maintenance
* Document non-conformances and identify equipment reliability trends
* Consistently maintain good work attendance and productive work ethic
* Verify incumbent is trained to perform work instructions

## Qualifications for repair tech

* Ability to think logically in order to plan, test and repair equipment in a timely and efficient manner
* Ability to utilize various data bases and spread sheets to log and track repairs
* Ability to understand and follow proper repair procedures and safety standards
* Ability to effectively communicate technical information, both verbally and in writing
* Six months plus prior related experience
* Six months- 1 year previous oil and gas valve repair shop operations experience preferred