Job Description

**Job Title: Facilities Technician**

**Department: Maintenance**

**Exemption Status: Hourly, Non-exempt**

**Summary:**

Performs plant, building and facilities maintenance tasks and project related work.

**Job Responsibilities:**

* Perform basic troubleshooting and repair of plant plumbing, HVAC and electrical systems
* Perform limited grounds work including sprinkler repair, painting, light fixture installation and maintenance, walk way snow shoveling
* Project work including but not limited to compressed airlines, light construction, running wire, hanging signage and fixtures, furniture assembly and office/equipment moves
* Support maintenance team members with coolant, oiling, custodial and machine maintenance as assigned
* Maintain cooperative attitude and willingness to learn
* Maintain work area and equipment in a clean and orderly condition
* Overtime and shift changes may be required as business needs demand
* Comply with all quality requirements while continually maintaining and improving the effectiveness of MacKay’s quality management system
* Implement daily practices of Lean such as 5S, continuous improvement, and contribute to ongoing process efficiency
* Support and participate in department goals as well as company goals
* Look for opportunities to learn and share your knowledge and skills
* Punctual attendance; at your work area at shift start
* Treat others with respect and maintain a professional attitude
* Be honest in all dealings
* Other duties as assigned

**Job Requirements:**

* Three or more year’s prior experience in plant, building or facilities maintenance
* Working electrical knowledge preferred
* Must be able to occasionally lift as much as 50 lbs. and apply 50 lbs. of torque when assembling/reassembling equipment
* General plant and facilities maintenance experience including but not limited to, electrical (3 phase power), HVAC, plumbing, janitorial, welding and hydraulics preferred
* Valid Driver License required for parts runs
* Forklift certification preferred
* Physical ability to operate and ride in a platform lift and perform work at heights of up to 30 feet
* Demonstrated ability to build rapport and professional relationships at all levels of MacKay Manufacturing
* Intermediate computer navigation and software skills including Outlook, Word, Excel

**Physical Demands, Mental Demands and Working Conditions:**

*Language Ability:*

Ability to read and interpret instructions and basic documentation. Ability to present information and participate in discussions with groups of peers.

*Math Ability:*

Ability to work with mathematical concepts such as algebra and geometry. Ability to apply concepts such as tolerance, fractions, and other measurements.

*Reasoning Ability:*

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an limited technical instructions and deal with one to several concrete variables.

*Work Environment:*

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to work near moving mechanical parts. The employee is occasionally exposed to wet or humid conditions (non-weather), fumes or airborne particles, risk of electrical shock and vibration. The employee is occasionally exposed to wet, hot, cold or humid conditions while servicing equipment and performing facilities maintenance outdoors. The noise level in the work environment is usually moderate.

*Physical Demands:*

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must frequently lift and/or move up to 35 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include Close vision, Distance vision, Peripheral vision, Depth perception and Ability to adjust focus. While performing the duties of this Job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to walk. The employee is occasionally required to sit; climb or balance and stoop, kneel, crouch, or crawl.