

Hy-Line International

JOB TITLE: Facility Maintenance Technician LOCATION: Hy-Line International

INCUMBENT: Multiple DEPT: Research & Development

REPORTS TO: Research Farm Manager STATUS: Non-Exempt

Created: August 2021 Revision Date(s): June 2025

**Statement of Purpose:** A Facilities Maintenance Worker performs a variety of routine and semiskilled tasks involving general maintenance of company facilities, equipment, and grounds.

* Perform general maintenance in the facility
* Performs basic electrical repair and maintenance using appropriate hand, power, and specialty tools. (Replacing switches, lights, disconnect/reconnect motors, and troubleshooting)
* Performs minor plumbing maintenance (e.g., replacement or repair of leaks in drains, faucets, unclogging of drains, replacing drain hoses, on washers and similar devices, etc.).
* Performing routine carpentry work
* Perform preventive maintenance on heating, ventilation, and air conditioning system
* Perform general housekeeping
* Must be customer service orientated
* Upgrade with new equipment/technology
* Work with outside contractors
* Comply with safety and audit standards
* Work independently under limited supervision (self-management)
* Maintain maintenance and scheduling reports
* Inspect building or other structures to determine functional systems and detect malfunctions to ensure preventative maintenance is completed.
* Must be able to work flexible hours when required
* Other duties as assigned

COMPETENCY and KNOWLEDGE REQUIREMENTS

* 2-year mechanical degree and 2 years working experience in facility maintenance or 4+ years of manufacturing experience; strong hydraulic, pneumatic, mechanical, and industrial skills with some PLC experience and HVAC.
* Basic understanding of electrical, plumbing and carpentry
* Proficient with MS Office: Word, Excel, and able to use internal quality programs
* Ability to communicate professionally with people at all levels of the organization
* Experience with cooling units (e.g., refrigeration systems) and forced air and radiant heating units.
* Experience with conveyers (e.g., motors, gearboxes, belting, rollers, and controls).
* Experience with electrical systems (AC/DC, installation, lighting controls, sensors, probes, flow meters, tools, and troubleshooting)
* Experience with gearing and gear boxes (rebuilds, ordering parts, machining parts, troubleshooting).
* Experience with preventative maintenance (computerized scheduling, charts/data).
* Experience with schematics (e.g., electrical blueprints with switches, starters, maps, relays

Description of Physical and Mental Demand

|  |  |
| --- | --- |
| Position: Maintenance Technician | Department: Production |
| Developed by: HR | Date Created/Revised: March 2021 |

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| Physical DemandsOn the job time is spent in the following physical activities. The amount of time spent for each physical activity is indicated below |
|  | None | Up to 10% | Up to 30% | 30% -60% | More than 60% |
| Standing |  |  |  | x |  |
| Walking |  |  |  | x |  |
| Sitting |  | x |  |  |  |
| Talking and/or Hearing |  |  |  |  | x |
| Using hands to handle, feel |  |  |  |  | x |
| Kneeling |  | x |  |  |  |
| Squatting |  | x |  |  |  |
| Crouching |  | x |  |  |  |
| Crawling |  | x |  |  |  |
| Reaching overhead |  |  | x |  |  |
| Reaching forward |  |  | x |  |  |
| Tasting or Smelling |  | x |  |  |  |
| Climbing Stairs |  | x |  |  |  |
| Rotating Trunk |  | x |  |  |  |
| Flexing Trunk |  | x |  |  |  |
| This position requires that weight be lifted: |
|  | None | Up to 10% | Up to 30% | 30% -60% | More than 60% |
| Up to 10 pounds |  | x |  |  |  |
| Up to 25 pounds |  | x |  |  |  |
| Up to 40 pounds |  | x |  |  |  |
| Up to 50 pounds |  | x |  |  |  |
| Up to 75 pounds |  | WA |  |  |  |
| Up to 100 pounds |  | WA |  |  |  |
| More than 100 pounds |  | WA |  |  |  |
| FH = Floor to Waist, H = Horizontally, O = Overhead, WA = With Assistance |
| This position requires that force be exerted by pushing/pulling: |
|  | None | Up to 10% | Up to 30% | 30% -60% | More than 60% |
| Up to 10 pounds |  |  | x |  |  |
| Up to 25 pounds |  |  | x |  |  |
| Up to 50 pounds |  | x |  |  |  |
| Up to 100 pounds |  | WA |  |  |  |
| More than 100 pounds |  | WA |  |  |  |
| WA = With Assistance |

The typical noise level is: Hearing Requirements:

[ ]  Very Quiet [x]  Ability to hear equipment alarms

[ ]  Quiet [x]  Ability to hear person call

[x]  Moderate Noise [x]  Ability to hear instructions from

[ ]  Loud Noise employees or leaders

[ ]  Very Loud Noise

|  |
| --- |
| Repetitive MotionOn the job time requires the following hours of repetitive activities: |
|  | 0 | 1 – 2 | 3 – 4 | 5 – 6 | 7 + |
| Repetitive use of foot control |  | B |  |  |  |
| Repetitive use of hands |  | B |  |  |  |
| Grasping: simple/light |  | B |  |  |  |
| Grasping: firm/heavy |  | B |  |  |  |
| Fine dexterity |  | B |  |  |  |
| R = Right, L = Left, B = Both |
|  |
| Work Environment ConditionsThis job requires exposure to the following environmental conditions. The amount of time spent in these conditions is indicated: |
|  | None | Up to 5% | Up to 30% | 30% -60% | More than 60% |
| Wet, humid (non-weather) | x |  |  |  |  |
| Near moving mechanical parts |  |  | x |  |  |
| Fumes or airborne particles |  |  | x |  |  |
| Toxic or caustic chemicals |  | x |  |  |  |
| Outdoor weather conditions |  |  | x |  |  |
| Extreme cold (non-weather) | x |  |  |  |  |
| Extreme heat (non-weather) | x |  |  |  |  |
| Risk of electrical shock |  | x |  |  |  |

VISION REQUIREMENTS:

[x]  Close vision (clear vision at 20 inches or less)

[x]  Distance vision (clear vision at 20 ft or more)

[x]  Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point

[ ]  Depth perception (3-dimensional vision, ability to judge distance and spatial relationships

[ ]  Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)

[ ]  No special vision requirements

OTHER PHYSICAL/MENTAL DEMANDS:

[ ]  Travel is required:

 [ ]  less than 50% of the time

 [ ]  50% of the time

 [ ]  More than 50% of the time

[x]  High volume workload

[ ]  Mentally stressful conditions

[ ]  25% or less of the time

[ ]  25-50% of the time

[ ]  More than 50% of the time

[ ]  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Reasonable accommodations will be considered to enable individuals to perform the essential functions of the position

I have received a copy of my position description, the responsibilities and requirements of the role and the physical/mental demands of the position. I acknowledge that I am able to perform all of the duties stated with or without reasonable accommodation. Further, I understand I am responsible for notifying my employer if any reasonable accommodations are required for me to perform my duties and responsibilities as outlined.

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 Employee Signature Date Signed