



OCCUPATION: Maintenance Technician – 1st Shift (Pittsburg, KS)
DEPARTMENT: Maintenance

Under the direction of the Operations Manager, this individual assists in performing duties to repair and maintain machinery, equipment, buildings and facilities requiring a broad knowledge of maintenance skills including mechanical repair, plumbing, welding, carpentry, and electrical repair.

ESSENTIAL DUTIES & RESPONSIBILITIES:

(To perform this job successfully, an individual must be able to meet expectations of each duty and other duties that maybe assigned in the future).

- Assist in installing, repairing, rebuilding, and maintaining machinery and mechanical equipment used in production and related services, maximizing productive time and minimizing down time.
- Assist in diagnosing machine malfunctions and operating difficulties. Make repairs or adjustments as directed to keep equipment in production.
- Assist in rebuilding machines and overhauling troublesome components and attachments to involve dismantling, inspection, machining or replacement of purchased parts.
- Assist in the installation and relocation of existing machines and equipment to involve dismantling, erection, leveling, fitting and aligning operations.
- Perform maintenance on the buildings, facilities, and the grounds.
- Perform preventive maintenance on all production equipment and machinery. Perform preventive maintenance on heating, ventilating, and air conditioning units.
- Maintain required maintenance logs and files.
- Perform routine housekeeping activities in the department and ensure adherence to established safety procedures and requirements.
- Perform weekly safety inspections.
- Be on-call and available to respond for emergency maintenance situations

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE:

Requires education generally equivalent to a high school diploma with one to three years related experience in maintenance to become familiar with equipment and processes.

REASONING ABILITY:

Ability to apply commonsense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

LANGUAGE SKILLS:

Ability to read and comprehend simple instructions, short correspondence and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

OTHER SKILLS & ABILITIES:

Requires the ability to read and work from blueprints, schematics and diagrams, the ability to operate fork lift trucks and hoists, the ability to operate a wide variety of small hand and power tools and machine tools.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to stand and use hands to finger, handle, or touch objects, tools, or controls. The employee is frequently required to reach above shoulders and stoop, kneel, crouch or crawl. The employee is occasionally required to walk, sit, climb, or balance, talk or hear, taste or smell, and use foot/feet to operate machinery.

WORK ENVIRONMENT:

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles and regularly works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to toxic or caustic chemicals and the risk of electrical shock. The noise level in the work environment is usually loud.

****To apply: Email a completed Kendall Packaging Employment Application to Bobbie Kellogg at Bobbie.Kellogg@Kendallpkg.com. In the subject line, please indicate which position you are applying for.***

Note: The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation. Mfr 011-P Rev New 05/16/2017