

**SERVICE TECHNICIAN**

Classification: Non-Exempt

Department: Operations

Reports to: V.P. of Projects & Engineering

Date:

---

**Position Review:**

Under limited supervision, the mechanic position performs work of considerable difficulty in the repair, testing and maintenance of sanitary pumps, valves, homogenizers and other machines and systems in the dairy and sanitary process industry.

**Essential Functions:**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Diagnoses, rebuilds, and repairs pumps, valves, systems, and equipment.
2. Performs inspections and preventive maintenance of systems and equipment.
3. Prepares and maintains records and reports.
4. Recommends modifications to existing quality or production standards.
5. Troubleshooting.
6. Maintain inventory of job materials.
7. Prepare quotes.
8. Performs other related duties as assigned.

**Competencies:**

1. Organizational Skills
2. Presentation Skills
3. Problem Solving/Analysis
4. Results Driven
5. Business Acumen.
6. Organizational Skills
7. Communication Skills
8. Technical Capacity
9. Leadership

**Qualifications and Skills****Education and Experience:**

High School diploma or GED equivalent; Associates degree or other technical training.

Must have a valid driver's license in good standing and proof of insurance.

General mechanical skills and knowledge of small hand tools.

General knowledge of Windows Excel, Word, and Outlook

**Preferred Experience:**

Technical training and/or experience in the industry that demonstrates the ability to perform the duties of the position.

**Supervisory Responsibility:**

This position has no supervisory responsibilities.

**Work Conditions:**

This position operates in a professional office environment as well as in a manufacturing plant and out of doors with variable climate activity. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax.

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration. The employee is occasionally exposed to a variety of extreme conditions at job sites. The noise level in the work environment and job sites can be loud.

**Physical/Mental 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.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing 75% of the time. The employee must frequently lift and/or move items over 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**Expected Hours of Work:**

Work hours vary and will include evenings, weekends, and holidays.

**Travel:**

Travel is expected 100% for this position. Overnight travel is expected for this position.

**Work Authorization:**

Employee must be authorized to work in the United States

**Other Duties:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

\*This job in no way implies that the duties listed here are the only ones the employee can be required to perform. The employee is expected to perform other tasks, duties, and training as requested by their supervisor.

\*\* To comply with regulations by the American with Disabilities Act (ADA), the principal duties in job descriptions must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the manner in which they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job.

**Signatures**

This job description has been approved by all levels of management:

Manager \_\_\_\_\_

HR \_\_\_\_\_

Employee signature below constitutes the employee's understanding of the requirements, essential functions and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_