

MAINTENANCE I & E

QUALIFICATIONS

- General computer skills necessary
- Machinery experience helpful
- Ability to follow standard operating procedures
- Must be detail orientated
- Able to follow direction
- Possess logical problem solving ability
- Strong work ethic
- Ability to manage confined space entry, climb ladders and lift 60 lbs. required
- Excellent safety awareness and attitude
- Excellent housekeeping and sanitation habits
- Excellent communication skills and ability to work well with others
- Able to learn new skills and responsibilities
- Accuracy in record keeping
- Good organizational skills
- Ability and desire to train others
- Must be clean shaven
- Possess strong leadership skills
- Hard working and self-motivated
- Possess strong verbal and written communication skills
- Good interpersonal skills
- Knowledge of maintenance procedures for centrifuges, drying equipment, boilers, cooling towers, pumps, valves, electrical circuits and 4-20 milliamp instrumentations also beneficial
- 2 year technical degree or certification in electronics from an accredited curriculum required
- 2 year work experience
- High School Diploma or GED
- Must be a licensed driver

DESCRIPTION OF DUTIES

- Maintenance of telecommunications and gas measurement facilities
- Responsibility for the DOT contractual and FERC tariff, and testing and calibration of measurement facilities including flow computers, transmitters, orifice meters, and gauges
- Perform routine inspections of orifice plates, maintain valves, fittings and regulators, and perform odorant sniff tests
- Responsible to test, tune, analyze, adjust, replace, and repair malfunctioning or defective telecommunications equipment, including company owned PBX, key systems, networks, VHF, microwave, SCADA and EFM

REPORTING TO THIS POSITION: None

POSITION REPORTS TO: Maintenance Manager

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment characteristics 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.

- *Physical Demands:* While performing the duties of this job, the employee is required to walk; sit; use hands and fingers, to handle, or feel objects, tools, or controls; reach with hands and arms; balance; stoop; talk and hear. The employee must lift and/or move up to 50lbs. Specific vision abilities required by the job include close vision, color vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- *Work Environment:* While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment is usually moderate. Some areas have been designated areas to use hearing protection. Hard hat, safety glasses, and leather gloves are required in designated areas.