



JOB DESCRIPTION

Title	Industrial Maintenance Mechanic
Division	Haleyville Factory
Department	Maintenance
Location	Haleyville, AL
Reports To	Maintenance Supervisor

Level/Grade	TBD		
Type of Position	<input checked="" type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	
	<input type="checkbox"/> Contractor	<input type="checkbox"/> Intern	
Status	<input type="checkbox"/> Exempt	<input checked="" type="checkbox"/> Non-Exempt	
Reviewer 1		Date	
Reviewer 2		Date	

POSITION SUMMARY:

Industrial Maintenance Mechanic

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Must follow all safety practices.
- Experience in sewing machine repair and/or ability to learn.
- Ensures operation of machinery and mechanical equipment by completing preventive maintenance requirements on engines, motors, pneumatic tools, conveyor systems, and production machines; following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications; troubleshooting malfunctions.
- Locates sources of problems by observing mechanical devices in operation; listening for problems; using precision measuring and testing instruments.
- Removes defective parts by dismantling devices; using hand and power tools; examining form and texture of parts.
- Adjusts functional parts of devices and control instruments by using hand tools, levels, plumb bobs, and straightedges.
- Controls downtime by performing routine preventive maintenance techniques; completing reports
- Fabricates repair parts by using machine shop instrumentation and equipment.
- Conserves maintenance resources by using equipment and supplies as needed to accomplish job results.
- Provides mechanical maintenance information by answering questions and requests.
- Prepares mechanical maintenance reports by collecting, analyzing, and summarizing information
- Maintains continuity among work teams by documenting and communicating actions, irregularities, and continuing needs.
- Maintains safe and clean working environment by complying with procedures, rules, and regulations.

- Contributes to team effort by accomplishing related results as needed.
- Other tasks as assigned by supervisor

QUALIFICATIONS

High School Diploma or higher
Experience in maintenance preferred: sewing machine repair knowledge is a plus.
Desire to learn
Strong work ethics
Safety Oriented

SKILLS

Time Management Skills
Team player
Mechanically inclined
Problem Solver

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.

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

OTHER DUTIES AS ASSIGNED

This job description is an overview of the scope of responsibilities for this job and is not intended to be an inclusive list of job tasks and expectations. With the evolution of Exxel Outdoors, LLC, the responsibilities of this position may change. The job must be prepared to accept new responsibilities and transfer others.