



**KAGOME FOODS, INC.  
JOB DESCRIPTION**

**JOB TITLE:** MAINTENANCE TECHNICIAN II

**JOB IDENTIFICATION:**

DEPARTMENT:	Maintenance	DIVISION:	KFI
LOCATION:	Osceola, AR	FLSA STAT:	NON-EXEMPT
REPORTS TO:	Maintenance Supervisor	HAY/SALARY GRADE:	11
PREPARED BY:	Jerry L. Sides	DATE:	7/27/09
APPROVED BY:	Molly Cassidy	DATE:	11/04/14
UPDATED BY:	Chad Welch	DATE:	10/25/2019
REVIEWED BY:	Nita Reams	DATE:	10/28/2019

**JOB PURPOSE AND SUMMARY**

Performs routine maintenance, inspection of the production process equipment, the utility support systems and the production rooms. This may include, but will not be limited to, water treatment systems and analysis, boilers and operation, refrigeration systems and components, proper welding practices (Sanitary A-3 standards), PLC control systems and related components, proper electrical practices (codes), and pumps. Trouble shooting equipment problems and make necessary repairs as needed.

Support the review, understanding and compliance of all programs, policies and procedures contained in the Food Safety and Quality Management System.

**DUTIES AND RESPONSIBILITIES**

<u>ITEM</u>	<u>% OF TIME</u>	<u>JOB FUNCTIONS</u>
1.	75%	Completes work orders covering scheduled maintenance of the process equipment. Completes unscheduled repairs, of all areas as needed. Provides support to operators and companion maintenance mechanics. Always seeking continuous self-improvement, the improvement of equipment, and the work environment.
2.	15%	Performs non-routine maintenance activities, including but not limited to basic preventative maintenance on all process equipment. Completes daily log sheets, inventory usage, and data entry to computer system.
3.	5%	Installs electrical for new equipment, submits detailed information required for the purpose of ordering parts and all support materials. Sets up clearances on fillers.

4. 5% Performs calibration of process equipment instrumentation (level transmitters, pressure transmitters, RTD's, flow meters, etc), and duties as needed or assigned by the maintenance supervisor. Be a member of Emergency Response Team.

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TOTAL 100%

## **POSITION DIMENSIONS AND QUALIFICATIONS**

### *Internal Contacts:*

Plant manager, production manager, maintenance manager, maintenance supervisor, and quality assurance manager, production, and sanitation personnel.

### *External Contacts:*

Vendors, material stock personnel

### *Education Level and Focus:*

High School Education or equivalent with some Electrical or Mechanical vocational training or an equivalent combination of education and experience. Hazwoper Certification. Must be trained in proper Emergency Response Procedures, including Hazwoper, First Aid/CPR, and SCBA use.

### *Years and Type of Related Experience Required:*

Three years of industrial maintenance experience with emphasis on PC based programs. Ability to read and understand electrical schematics. Trouble shoot high and low voltage control systems, VFD's and hydraulic systems.

## **SKILLS AND ABILITIES**

### *Interpersonal and Communication:*

Ability to function with minimal supervision, ability to handle multiple tasks. Team player, excellent verbal and written communications and computer skills

### *Technical and Analytical:*

Understand the English language and follow instructions in written form. Knowledge of PLC's, VFD's, instrumentation. Interpret mechanical and electrical blue prints schematics.

### *Administrative and Operations:*

Ability to complete written reports, accurate documentation of maintenance and inspections performed, including parts and supplies used.

### *Physical Demands:*

Standing for long periods of time, stooping, reaching, and bending for long periods of time. Lifting 50+ lbs., climbing, pushing, pulling, and crawling.

### *Work Environment:*

Food plant, high noise levels, frequent interruptions, cold hot and humid conditions, wet floors, forklift and pedestrian traffic. Fast paced, various shifts, machinery with moving parts. This is a Safety Sensitive position.

*Special Equipment Used:*

Various hand tools, machining tools, forklift, welding equipment and electrical test equipment. *Hand tools furnished by mechanic*