

JOB DESCRIPTION

04/01/2024

MAINTENANCE TECHNICIAN

Haltec is seeking a **Maintenance Technician** to join the team! Haltec is a leading inflation solutions specialist for a broad line of tire valves and inflation equipment. Haltec markets worldwide offering design engineering, quality products, and the finest service available. Haltec Corporation got its beginning by pioneering underground mining innovations, driving the industry away from railroads to rubber tires and specialty inflation components. Those foundational innovations have pedestaled and propelled Haltec as a premier designer, developer, producer, and manufacturer of inflation solutions today.

Below is a summary of the position descriptions and qualifications.

The job description may change on a temporary or regular basis according to the needs of the location or department without it being specifically included in the job description.

Requirements:

- Effective reading and verbal comprehension within the English language.
- Electrical and electronic experience- 120/240/480 V AC & 24V DC.
- CNC Machines- Lathes and Mills- maintenance, installations, and troubleshooting.
- Schematic reading and comprehension.
- Pneumatic, hydraulics, mechanical understanding.
- Effective communication verbally and written to all levels within the organization.
- Knowledge and ability to use voltmeter and micrometer.
- Knowledge and ability to use maintenance tools- e.g., hand, power, electric, plumbing, etc.
- Welding experience.
- Written and verbal communication skills.
- Hard working and willing to work overtime as asked or assigned.
- Willing to work when plant is closed, as asked, or assigned.
- Team player.
- Desire to learn.
- Valid Driver's License.
- Reliable transportation.

Responsibilities:

- Conduct preventive maintenance as assigned.
- Perform daily and weekly preventative maintenance on assembly machines.



- Partner with other maintenance staff members, and individually as assigned, perform various efforts such as installations, repairs, and troubleshooting.
- Read blueprints, schematics, and manuals to execute maintenance efforts.
- Full cycle maintenance processes- diagnose failures, procure purchase order, obtain purchase approval, install new parts, and document entire maintenance process in CMMS throughout the effort.
- Use an array of hand and electrical tools, power tools, meters, and material handler equipment.
- Comply, conduct, maintain, and be an ambassador for safety.
- Administer and execute appropriate lockout/Tagout (LOTO) procedures per company standards.
- Conduct general facility maintenance- e.g., replace lightbulbs, patch walls, paint, minor plumbing, carpentry, heating, cooling, etc.
- Participate in the maintaining and addition of maintenance logs per each maintenance effort.
- Occasionally transport items in company vehicle to vendors or partners of Haltec as assigned.
- Maintain a clean working environment within the maintenance department and around work location.

Job Type- Full-time

Salary: Hourly

Benefits:

401(k) -Retirement Plan
Dental Insurance
Health Insurance
Health Savings Account
Life Insurance
Paid Time Off
Vision Insurance

Schedule: 8-hour shifts (Monday to Friday).

Ability to Commute/ Relocate: Leetonia, OH 44431: Reliably commute or planning to relocate before starting work (Required).

Education: High School Diploma or Equivalent (Required)

Experience:

- Mechanical knowledge: 2 Years (Preferred)
- Maintenance on CNC Machines; 2 Years (Preferred)
- Electrical maintenance: 1 year (Preferred)

Work Location: In person



HALTEC
CORPORATION

