



Millwright (craftsperson)

Reports to: Maintenance Supervisor

Department: Maintenance

Division: Midstate Machine – Maine

Accountability

The Millwright is a skilled tradesperson who installs, dismantles, maintains, repairs, reassembles and moves machinery. Along with ensuring daily PM schedule is being completed.

Organizational Relationship

The Millwright reports to the Maintenance Supervisor as well as works closely with Manufacturing manager.

Duties and Responsibilities

1. Performs preventive maintenance in accordance with defined schedules on all equipment.
2. Evaluates reported problems using a variety of methods. These methods include discussing the specifics with the operator and/or Supervisor involved, monitoring the equipment while in operation if possible and using sound troubleshooting techniques to pinpoint the specific malfunction.
3. Dismantles equipment as required to test, repair and/or replace defective components, using appropriate tools and or precision testing equipment, ensuring that the work is performed in a safe and efficient manner.
4. Moves machinery large and small as needed based on company growth and Continuous improvement initiatives.
5. Cleans components as required and reassembles equipment to return it to its original functional state. Verifies that the repair has been successful by ensuring that the affected components and/or systems are tested under actual operational conditions; prior to releasing the equipment for normal operation.
6. Maintains a professional and personable relationship with superiors, peers and subordinates being responsive to their needs as well as those of the company.



7. Performs other duties or functions as requested by his/her supervisor or other authorized Midstate Machine personnel.
8. Flexible work schedule when business requires key personal too be on site.