



**Job Title:** Maintenance Technician

**Reports To:** Diana Vecchio

**Status:** Non-Exempt

Operations position responsible for general maintenance, repair, and appearance of the facility, outside grounds, power industrial equipment and third-party providers. Responsibilities include but are not limited to repair and maintenance of the building, equipment and machinery, compliance with government regulations, ensuring safety and security of the building.

### **RESPONSIBILITIES**

- Responsible for the maintenance and/or repair to the facility, grounds, sanitation, refrigeration systems, power industrial equipment, and security.
- Conducts the proper selection, purchase, utilization, and inventory of Company assets in support of the facility.
- Ensure maintenance and repairs are completed within budget, efficiently and effectively.
- Develop business relationships to ensure communication and efficient operations with third-party vendors.
- Maintains current certificate of insurance and hold harmless agreements for all contracted vendors.
- Assist in preparing capital requests as required.
- Establishes preventative maintenance schedules for all systems, equipment, and buildings including: food processing equipment, freon refrigeration system, Heating, Ventilation, and Air Conditioning (HVAC) Systems, fire protection and security systems, electrical and energy management, dock doors/dock plate systems, power industrial equipment, building components (roof, interior and exterior floors/walls, doors, paved surfaces and landscaping).
- Assist Site Leaders with emergency response or crisis management activities, develops and maintains liaisons with local emergency management and other entities to facilitate plan development, response effort coordination and assists safety manager with training initiatives
- Utilizes maintenance tracking software for task management.
- Keeps open communication channels with Site Leadership by answering questions and explaining policies and procedures.
- Ensures accurate and up-dated re-certifications of commercial equipment Complies with local, state and federal regulatory agencies (i.e. OSHA, etc.)
- Snow Removal to include shoveling, snow blowing and storm prep.
- Warehouse Assistance: Must be able to use a Pallet Jack to load and unload trucks and assist with scanning boxes to orders.

### **QUALIFICATIONS**

#### **Education/Experience**

- 3+ years of Food Industry equipment maintenance preferred

#### **Certificates, Licenses, and Registrations**



- Must possess a valid state Driver's License
- Certificate, licenses and registrations in electrical and refrigeration maintenance a plus
- Obtain a Powered Industrial Equipment Certification from Sysco within 3 months.

### **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.

- Regularly required to talk or hear.
- Frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and climb or balance.
- Occasionally required to stoop, kneel, crouch, or crawl.
- Must occasionally lift and/or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

### **Working Condition**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Occasionally exposed to wet, hot, extreme cold and/or humid conditions; and moving mechanical parts and may be required to work in confined spaces.
- The associate works non-traditional business hours including early mornings, evenings, nights, weekends, holidays and on-call.
- May occasionally be required to travel to other Operating Companies or the corporate office as business needs dictate (i.e. training, business continuation, etc.).
- Periodically exposed to high, precarious places and confined spaces.
- Sometimes exposed to fumes or airborne particles.
- The noise level in the work environment is usually moderate.

The above information on this description has been designed to indicate the general nature and level of work performed by associates within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of associates assigned to this job.

NOTICE: The above statements are intended to describe the general nature of the environment and the level of work being performed by this job. This job description in no way states or implies that the duties and responsibilities listed are the only tasks to be performed by the associate in this job. The associate will be required to follow any other instructions and to perform any other job-related duties requested by his or her supervisor.

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gender identity, age, disability, veteran status or any other protected factor under federal, state or local law.