



Job Description for Building & Equipment Maintenance Technician

JOB SUMMARY

The Building & Equipment Maintenance Technician is a critical role responsible for the uptime, calibration, and repair of specialized machinery used in the production of structural steel and hydromechanical components. This position combines heavy-duty mechanical repair with technical troubleshooting of automated systems. The primary goal is to ensure that all shop equipment—ranging from heavy hydraulic presses to precision CNC machinery—operates at peak efficiency and safety standards to meet rigorous project deadlines. The Building & Equipment Maintenance Technician is also responsible for operational continuity, and safety of a high-intensity fabrication facility. This role requires a proactive approach to maintaining building quality through routine housekeeping, inspections and the implementation of preventative measures.

Reports to: Shop Foreman/ Field Superintendent

KEY RESPONSIBILITIES

- **Preventative Maintenance (PM):** Execute scheduled maintenance programs for all shop equipment to minimize unplanned downtime. Routinely inspect all electrical cords preventing hazards and/or downtime in shop efficiency.
- **Emergency Repairs:** Troubleshoot and repair mechanical, hydraulic, and pneumatic failures on short notice during active production shifts.

- **Systems Calibration:** Ensure CNC equipment, welding power sources, and lifting systems (overhead cranes/hoists) are calibrated to industry and project specifications.
- **Parts Inventory:** Manage the procurement and stocking of critical wear parts and specialized mechanical components.
- **Documentation:** Maintain digital logs of all repairs, inspections, and parts usage using maintenance management software.
- **Safety Compliance:** Audit machinery guards, lockout/tagout (LOTO) points, and emergency stops to ensure a 100% safe working environment.
- **Building & Facility Maintenance:** Perform routine facility repairs, including minor plumbing, electrical lighting updates, and general structural maintenance to ensure a safe and functional work environment.
- **Facility Housekeeping:** Implement rigorous cleaning protocols to manage metallic dust and shop debris, ensuring sensitive electronic and mechanical pathways remain clear.
- **Hazard & Spark Control:** Oversee industrial ventilation and dust extraction systems to minimize fire risks from sparks. Regularly inspect and maintain fire suppression equipment in high-heat areas.
- **Weather Mitigation:** Minimize damage caused by weather conditions, provide reports to shop foreman in case of major defects in facility.

CORE REQUIREMENTS

1. Hands-On Mechanical Expertise

- 1.1. Proven ability to disassemble, repair, and reassemble heavy industrial machinery (e.g., ironworkers, plate rolls, press brakes, and band saws).
- 1.2. Proficiency in hydraulic and pneumatic system repair, including pumps, valves, cylinders, and complex hose routing.
- 1.3. Advanced mechanical skills include bearing replacement, shaft alignment, and gear drive maintenance.

Electrical & Technical Knowledge

- 2.1. Basic to intermediate industrial electrical knowledge (480V 3-phase systems) for motor replacements and control panel troubleshooting.

- 2.2. Ability to read and interpret complex mechanical blueprints, hydraulic schematics, and electrical diagrams.
- 2.3. Competency in welding and torch-cutting for the purpose of equipment repair and tool fabrication.

Building & Infrastructure Maintenance

- 3.1. Knowledge of general building trades, including basic commercial plumbing and carpentry.
- 3.2. Ability to troubleshoot and perform minor repairs on facility utilities (lighting, compressed air lines, and drainage).
- 3.3. Experience coordinating with outside contractors for major facility or HVAC repairs when necessary.

Software & Systems Experience

- 3.1. Experience using **CMMS (Computerized Maintenance Management Systems)** for tracking work orders and asset history.
- 3.2. Familiarity with machinery control interfaces (HMI) and the ability to navigate software-based diagnostic tools for CNC equipment.
- 3.3. Basic proficiency in Microsoft Office (Excel/Outlook) for communication and reporting.

Operational Requirements

- 4.1. Minimum of 5 years of experience as a mechanic in a heavy fabrication or industrial manufacturing environment.
- 4.2. Valid driver's license and the ability to operate forklifts and aerial man-lifts (certification preferred).
- 4.3. Ability to work flexible hours or overtime as needed to support high-priority production schedules.

Physical & Tooling Requirements

- 5.1. Must possess a comprehensive personal tool set appropriate for industrial machinery repair.
- 5.2. Physical ability to lift up to 50 lbs., work in varied temperatures (shop environment), and stand/kneel for extended periods.

- 5.3. Strong spatial awareness and a meticulous "safety-first" mindset.