



MILLER POULTRY

Maintenance Engineer Job Description

Department: Maintenance

Job Status: Full Time

Reports To: Director of Plant Operations

Grade/Level: High School (GED) College Preferred, College and Technical Degrees

Amount of Travel Required: 10%

Work Schedule:

Positions Supervised:

Monday-Friday
Some weekends req.
Hours vary

Maintenance workers

POSITION SUMMARY

Oversee maintenance department as well as coordinate any projects with plant manager or director of operations.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- Delegate Maintenance Technician's work list and assure it is completed in a safe and timely manner
- Schedule grounds keeping as needed including: mowing, trimming, spraying, snowplowing, and general site upkeep
- Oversee and schedule maintenance on all plant processing equipment including routine and preventative maintenance
- Schedule and order supplies as needed for new equipment installs and oversee site during installs
- Ensure all parts and supplies have been received
- Make sure all exterior and interior repairs are scheduled or completed as needed
- Ensure all plant processes are operating mechanically to plant standards and expectations
- Make sure offal, waste water pre-treatment and lagoons are maintained as needed daily, weekly, and yearly
- Assist in planning of new equipment installs
- Conduct bi-weekly safety meetings with maintenance personnel on various topics and document meeting with signatures from all attendees
- Knowledge of pneumatics, PLC, welding, electrical and motors
- Responsible for all PM procedures
- Understanding of quality certifications and how to maintain those standards as set forth by Miller Poultry
- Must pass all tests and verifications for: LOTO, pallet jack, forklift, scissor lift, Ammonia system, confined spaces, and electrical safety (Arc flash)

POSITION QUALIFICATIONS

Competency Statement(s)

- Accountability - Ability to accept responsibility and account for his/her actions.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Coaching and Development - Ability to provide guidance and feedback to help others strengthen specific knowledge/skill areas.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Management Skills - Ability to organize and direct oneself and effectively supervise others.
- Leadership - Ability to influence others to perform their jobs effectively and to be responsible for making decisions.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Communication, Written - Ability to communicate in writing clearly and concisely.
- Initiative - Ability to make decisions or take actions to solve a problem or reach a goal.
- Energetic - Ability to work at a sustained pace and produce quality work.
- Ethical - Ability to demonstrate conduct conforming to a set of values and accepted standards.
- Working Under Pressure - Ability to complete assigned tasks under stressful situations.

SKILLS & ABILITIES

Experience: Five to ten years related experience

Computer Skills: Basic knowledge of computers

Certificates & Licenses: Industrial Maintenance and Electrical degree preferred

Physical Demands

Stand	C (Constantly)	10 lbs or less	F (Frequently)
Walk	C (Constantly)	11-20 lbs	F (Frequently)
Sit	O (Occasionally)	21-50 lbs	F (Frequently)
Handling / Fingering	F (Frequently)	51-100 lbs	F (Frequently)
Reach Outward	F (Frequently)	Over 100 lbs	N (Not Applicable)
Reach Above Shoulder	F (Frequently)		
		Push/Pull	
Climb	O (Occasionally)	12 lbs or less	F (Frequently)
Crawl	O (Occasionally)	13-25 lbs	F (Frequently)
Squat or Kneel	O (Occasionally)	26-40 lbs	F (Frequently)
Bend	O (Occasionally)	41-100 lbs	F (Frequently)

N (Not Applicable) Activity is not applicable to this occupation.

O (Occasionally) Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

F (Frequently) Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

C (Constantly) Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

Other Physical Requirements

Vision (Near, Distance, Color)

Ability to wear Personal Protective Equipment (PPE) (hard hat, earplugs, safety glasses)

Human Resources: _____ Date: _____

Employee Signature: _____ Date: _____

Employee Print: _____

Translator: _____ Date: _____

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate.