



MILLER POULTRY

Hatchery Maintenance Job Description

Department: Maintenance

Job Status: Full Time

Reports To: Hatchery Manager

Grade/Level: High School (GED) College Preferred

Amount of Travel Required: Some

Work Schedule:
Monday-Friday
Some weekends req.
Hours vary

Positions Supervised:
None

POSITION SUMMARY

Ensure maintenance program meets efficiency and quality standards set by Hatchery Manager.

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)

- Construct, maintain and test mechanical equipment, machinery and components
- Identify parts or machines needing new or replacement parts
- Utilize shop mathematics to complete assignments
- Interpret drawings of equipment in order to properly adjust, maintain or repair machinery
- Respond to requests by production area when mechanical issues with equipment have been identified
- Communicate with production management and personnel to diagnose problems and to determine potential mechanical problems
- Perform preventive maintenance
- Complete assigned tasks with accuracy and efficiency, in regards to time as well as resources
- Always use correct PPE for individual job tasks.
- Make certain all GMP's are followed at all times as they relate to safety and Animal Welfare.
- Make a machine check twice daily during shift, these checks are to be recorded.
- Monitor temperature of hallways and egg room.
- Monitor all production equipment on hatch days.
- Assist in chick processing as necessary.
- Monitor all incubators and hatchers during shift.
- Respond to all alarms in a timely manner.
- Keep hatchery management informed on inventories and needed parts.
- Take ownership of the maintenance program. Investigate problems, work with other employees, and hatchery management.
- Any other tasks assigned by management.

POSITION QUALIFICATIONS

Competency Statement(s)

- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- 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.

Basic Skills & Qualifications:

- Knowledge of industrial manufacturing equipment
- General mathematic ability required to perform job
- Ability to read and interpret documents and drawings
- Basic knowledge of standard and metric measures
- Must be able to work assigned days/shifts (including some weekends)
- Must be able to read and write in English in order to perform checks. Must also communicate with maintenance and management with written notes about issues with equipment or other issues during shift.

Physical Demands

Stand	C (Constantly)
Walk	C (Constantly)
Sit	O (Occasionally)
Handling / Fingering	F (Frequently)
Reach Outward	F (Frequently)
Reach Above Shoulder	F (Frequently)
Climb	O (Occasionally)
Crawl	O (Occasionally)
Squat or Kneel	O (Occasionally)
Bend	O (Occasionally)

Lift/Carry

10 lbs or less	F (Frequently)
11-20 lbs	F (Frequently)
21-50 lbs	F (Frequently)
51-100 lbs	F (Frequently)
Over 100 lbs	N (Not Applicable)

Push/Pull

12 lbs or less	F (Frequently)
13-25 lbs	F (Frequently)
26-40 lbs	F (Frequently)
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.