

## Job Description



# Maintenance Mechanic

## JOB POSTING – Mazzella Lifting Technologies Cleveland, OH

### Position Summary

The maintenance mechanic position conducts machine setup and troubleshooting, equipment and facility repairs and preventive maintenance service. This is a part-time position.

### Job Duties

1. Troubleshoots minor maintenance problems involving electrical, structural, plumbing, and equipment repair or replacement
2. Performs preventive building maintenance duties, inclusive of installing or repairing, windows and doors, painting
3. Performs electrical repairs such as repairing or replacing switches, ballast and light fixtures
4. Communicate needed supplies, equipment, and materials necessary to complete projects to Operations Manager
5. Repairs and replaces doors or locks, patches holes in walls, etc.
6. Provides emergency/unscheduled repairs of production equipment and performs scheduled maintenance repairs of production equipment
7. Prepares and sets up machinery
8. Performs mechanic skills including, but not limited to, mechanical, electrical, pneumatic and hydraulic troubleshooting and repair of production machines
9. Reads and interprets equipment manuals and work orders to perform required maintenance and service
10. Comply with OSHA safety and health rules
11. Other duties as assigned

### Education

A high school diploma or GED preferred; trade school or military experience a plus

### Experience & Skills

- A minimum of 5 years of related experience
- Valid driver's license in good standing that meets company requirements
- Knowledge of trades related to building maintenance and repair; building maintenance procedures and techniques; machinery, equipment, and tools necessary; and occupational hazards and safety precautions
- Skilled in reading and following blueprints and assembly instructions; using hand and power tools; following safety practices and recognizing hazards
- Ability to operate forklifts
- Must be able to lift or pull a minimum of 50 pounds
- Demonstrated mechanical aptitude
- Requires solid written and verbal communication skills
- Strong analytical, conceptual and planning skills are required
- Excellent math skills are required
- Must be detail oriented, self-motivated and disciplined with the ability to multi-task
- Must successfully complete a criminal background check, physical, drug screen and E-verify

## **Travel**

Travel for this position is rare; less than 10%

If interested in applying for this position, please submit your resume and letter of intent (why you feel you would be a good candidate for this position) to [careers@mazzellacompanies.com](mailto:careers@mazzellacompanies.com) or fax resume and cover letter to 440.239.5703.

Or, mail resume and cover letter to:

Human Resources  
Mazzella Companies  
21000 Aerospace Parkway  
Cleveland, OH 44142

Mazzella Companies participates in the federal government's E-Verify program. With all new hires, we provide the Social Security Administration and when applicable, the U.S. Department of Homeland Security with information from each new employee's Form I-9 to confirm work authorization.

This job description is not meant to be an all-inclusive list of duties, functions and/or responsibilities of this position. Other related functions and responsibilities may be assigned by the immediate supervisor as required to complete assignments or initiatives. Mazzella Companies reserves the right to change, add, delete or modify job functions as necessary based on business necessity. The Company or employee, independently, has the right to terminate employment at any time for any reason; employment is at will. This job description does not promise or guarantee continued employment with Mazzella Companies.