



Job Title: Mechanic Maintenance Technician

Reports To: Supervisor of Maintenance

Department: Maintenance

2 positions - Hours 4:00 am to 12:30 pm and 1:00 pm to Close

Job Overview

The maintenance worker will fix and maintain machines, mechanical equipment, and buildings. This individual will paint, repair flooring, and work on plumbing, electrical, and air-conditioning and heating systems. In the event of an emergency, she/he may be called to support necessary tasks in association with that emergency, the general responsibilities of the position include those listed below:

General Responsibilities:

- Perform maintenance service or repairs in one or more skill areas, including minor plumbing, carpentry, painting and plastering, machine servicing, electrical repairs or installations, or vehicle servicing.
- Perform tasks such as but not limited to changing light bulbs, installing paper dispenser units, changing filters, changing locks on doors, minor decorative maintenance and other tasks not requiring a licensed skilled trades person or journeyman.
- Clean and lubricate parts.
- Identify and correct unsafe working conditions, with management oversight.
- Attend training programs (classroom and virtual) as designated.
- Complies with all company safety and risk management policies and procedures.
- Report all accidents and injuries in a timely manner.
- Participate in regular safety meetings, safety training and hazard assessments.
- Apply all applicable OSHA and related local safety requirements to all assigned work.
- Perform all work in accordance with established safety procedures, including food safety; such as SQF 2000 and HACCP plans, as well as the GMP's and personal practices of Nuovo Pasta.
- May be required to assist with special events.
- May drive a forklift or other vehicle.

Nuovo Pasta Productions, Ltd. | 1330 Honeyspot Rd Ext, Stratford, CT 06615
| <http://www.nuovopasta.com> | Office: 203.380.4090, Ext. 105

| Fax: 203.380.4091 | Email: careers@nuovopasta.com



- Assist skilled trade workers in one or more areas performing specific or standard duties to learn new skills as required for advancement and certification.
- May be required to utilize basic cleaning and other chemicals.
- May coordinate work activities of General Maintenance Apprentices.
- May assist in training, assigning and checking the work of lower level employees.
- Examine mechanical equipment to diagnose trouble. Disassemble machines and repair or replace broken parts.
- Adjusts functional parts of mechanical devices as necessary.
- May order replacement parts and equipment with management approval.
- Inspect completed repairs.
- May be required to inventory equipment, parts and supplies.
- May repair and maintain machinery and mechanical equipment, such as motors, pumps, conveyors, belt, fans, air conditioners, etc.
- May perform other duties and responsibilities as assigned.

Job Qualifications:

Experience/Knowledge:

- High School diploma, GED or equivalent experience.
- Two or more years of related experience.
- Equipment manufacture certification or equivalent a plus.

Skills/Aptitude:

- Ability to present self in a highly professional manner to others and understand that honesty and ethics are essential.
- Ability to maintain a positive attitude.

Ability to:

- Communicate with co-workers and other departments with professionalism and respect.
- Maintain a professional relationship with all co-workers, vendor representatives, supervisors, managers, customers and client representatives.
- Provide clear directions and respond accordingly to employees.
- Must have basic phone and computer skills (e-mail, texting, etc.).
- Good attention to detail.
- Work well under pressure.

Nuovo Pasta Productions, Ltd. | 1330 Honeyspot Rd Ext, Stratford, CT 06615
| <http://www.nuovopasta.com> | Office: 203.380.4090, Ext. 105

| Fax: 203.380.4091 | Email: careers@nuovopasta.com



- Oral and written communication skills.
- Excellent organizational skills.
- Work well alone and in a team.
- Knowledge of and proficiency in all OSHA and local requirements related to all assigned work.

License/Qualifications:

- A valid driver's license may be required.

General Qualifications:

- Willingness to be open to learning and growing.
- Maturity of judgement and behavior.
- Maintain high standards for work area appearance.
- Attends work and show up for scheduled shift on time with satisfactory regularity in light of Nuovo Pasta time and attendance policy.
- Ability to work a flexible schedule.
- Must comply with any dress code requirements.
- Must be able to work nights, weekends and some holidays.

Physical Requirements:

- Close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus, with or without corrective lenses.
- Significant walking or other means of mobility.
- Ability to work in a standing position for long periods of time (up to 8 hours).
- Ability to reach, bend, stoop, push and/or pull, and frequently lift up to 50 pounds and occasionally lift/move 75 pounds.

Working Conditions (may add additional conditions specific to defined work location):

- Generally indoor setting; however, may participate in outside activities and events.
- Varying schedule to include evenings, holidays, weekends and extended hours as business dictates.
- The noise level in work environment is usually moderate to loud.
- Wear protective clothing and/or personal protective equipment required by the work environment or governmental regulations.
- Tolerate hot & cold environments.

Nuovo Pasta Productions, Ltd. | 1330 Honeyspot Rd Ext, Stratford, CT 06615
| <http://www.nuovopasta.com> | Office: 203.380.4090, Ext. 105

| Fax: 203.380.4091 | Email: careers@nuovopasta.com



Details:

- Welding experience a plus.
- Electrical experience and/or license a plus.
- Knowledge of CPU's, PLC's and controls a plus.
- Experience in commercial building maintenance and repairs.
- Self-starter, ability to work alone with little or no supervision as conditions warrant.
- General work hours are determined by shift; however evenings, holidays, weekends and extended hours may be required as business dictates.
- On call, available 24/7/365.

Nuovo Pasta Productions, Ltd. | 1330 Honeyspot Rd Ext, Stratford, CT 06615
| <http://www.nuovopasta.com> | Office: 203.380.4090, Ext. 105

| Fax: 203.380.4091 | Email: careers@nuovopasta.com