

Entry Level Shop Technician

Department:	Service
Reports To:	Internal Service Manager
Supervises:	N/A
FLSA Classification:	Non-Exempt
Approved By:	
Revision Date:	

JOB PURPOSE:

Troubleshoots mechanical and electrical equipment. Perform repairs to manufacturer and customer specifications.

ESSENTIAL DUTIES and RESPONSIBILITIES:

- Perform a variety of duties related to a service repair technician as directed by manager, supervisor, or shop lead.
- Diagnosis, repair and maintain multiple different makes, models, and configurations of equipment.
- Set up new equipment.
- Evaluate, repair, and maintain units of our Conger rental fleet.
- Properly and accurately complete all necessary paperwork and documentation.
- Maintain a clean, safe, and organized work area.
- Maintain regular and punctual attendance in accordance with company policies.
- All other duties assigned.

An individual in this position must be able to successfully perform the essential duties and responsibilities listed above. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

MINIMUM QUALIFICATIONS:

- High school diploma or GED.
- Previous mechanical, electrical and hydraulic experience. May include equivalent college or vocational school training.
- Adequate mechanical and electrical aptitude.
- Ability to follow up on tasks as required and bring them to completion. Monitor and update tasks to ensure progress to deadlines.
- Has the ability to understand the necessary service and training manuals, including the ability to interpret schematics and effectively use electrical diagnostic equipment.
- Provide well-maintained personal tools required to effectively perform all required duties.

PREFERRED QUALIFICATIONS:

- Strong organizational skills
- Strong interpersonal communication skills.

WORKING ENVIRONMENT & PHYSICAL REQUIREMENTS:**Work Environment:**

- Work is performed in a maintenance environment with potential equipment movement hazards as well as exposure to chemicals and solvents that require knowledge of proper safety procedures. Work is performed mainly in a shop setting. The demands of the position often exceed normal working conditions. Company workloads may require work after hours.

Physical Demands:

- Has the ability to perform strenuous and heavy work, can exert force up to 100 pounds on occasion and frequently handle loads up to 50 pounds. Must have the physical stamina to perform continuously with full body motion for climbing, reaching, pushing, and lifting.

I have read and understand the duties, responsibilities, and requirements for this position.

Acknowledgment

Date

*This document does not create an employment contract, implied or otherwise, other than an "at-will" employment relationship. Conger Industries, Inc. retains the discretion to add duties or change the duties of this position at any time.