



# Now Hiring Top Mechanic

## Summary

This position takes a lead role in directing and performing plant maintenance and construction.

## Essential Job Duties

- The Top Mechanic is involved in preventive maintenance on, installation of, and identifying and repairing problems on equipment
- The Top Mechanic takes a lead role as the top-ranking mechanic on the crew and in addition to performing plant maintenance and construction, is expected to be able to lead and teach other maintenance personnel
- Assist in monitoring and controlling the morale and discipline of maintenance personnel
- Train employees as a Mechanic IV, Mechanic III, and Mechanic II, and Utilityperson, and Repairperson in NCCER levels that have been successfully completed
- Lead jobs and assign duties to team in order to successfully complete a task
- From time to time, fill in for shift supervisor in accordance with the CBA
- Assure that all work areas are kept clean within the food safety, feed safety, and sanitation guidelines.
- Complete administrative tasks, duties, and reports as required in a timely manner
- Develop the process and mechanical skills of self and others through training
- Use people, time, equipment, and material in the most efficient manner
- Report mechanical, electrical, instrumentation, environmental, food safety, feed safety, and operational problems, and unsafe conditions to supervisor
- Use Computerized Maintenance Management System to write, schedule and complete service calls
- Good attendance, safety, disciplinary, and overall employment records
- Embrace teamwork
- Other duties as required by the business
- Adhere to all company policies and all safety, food safety, feed safety, and sanitation rules and programs

## Qualifications

- High school education or equivalent
- Successfully completed NCCER Leadership coursework as assigned by MDFC, and the associated Performance Profile Sheets
- Combined 4 years of Mechanic IV, Mechanic III, Mechanic II, and Utilityperson, and Repairperson experience or equivalent education and experience
- Good understanding of process operations
- Motivated, willing, enthusiastic, and promotable
- Ability to communicate and work cohesively with others
- Demonstrated leadership qualities and is a working crew leader
- Promotion to Top Mechanic is at the discretion of Management

## Physical Demands and Expectations

- Able to stand or walk on concrete floors for an entire eight hour shift if necessary
- Able to bend and lift up to 50 pounds
- Able to climb stairs
- Able to work in temperature extremes (cold and hot)
- Able to work in noisy and dusty conditions

## Minn-Dak Farmers Cooperative

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