



MAINTENANCE HELPER

Job Function:

A Maintenance Helper will work with the Maintenance Department Manager to keep the facility operating and in good repair. They will perform preventative maintenance and also address problems as they are discovered. They will be required to perform a wide range of repair tasks around a facility.

Duties and Responsibilities:

- Performing routine facility maintenance
- Equipment install and repair, examples:
 - PLC's, contact/relay systems
 - rectifiers
 - pumps
 - motors, bearings, heaters & TC's
 - geared drivelines
 - conveyor systems
- Plumbing install and repair
- Working on electrical wiring
- Working on building HVAC, heating and air filtration
- Applying preventative maintenance measures to reduce the risk of future problems
- Fixing potential safety hazards to avoid injuries
- Carpentry and painting
- Metal and plastic welding
- Participate in ISO 9001/AS9100 audits as required
- Review Equipment Calibration Status as required

Skills and Qualifications:

Training will be provided to supplement the existing skill set. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary functions.

- Plumbing knowledge to carry out plumbing new projects, clogs, leaks, repairs and related projects, etc.
- Electrical wiring capabilities to address problems with the building's electricity and equipment electrical.
- Carpentry ability to handle basic repairs around the building including painting.
- Grounds keeping if the facility contains lawns or other outdoor areas in need of maintenance.
- Helpful to have knowledge of HVAC, backflow devices, fire sprinkler and fire suppression devices.



- Electronic troubleshooting and repair of PLC's, contact/relay systems, rectifiers and related electronics
- Able to repair/replace pumps, motors, bearings, heaters & TC's, geared drivelines and conveyor systems
- Helpful to have some metal/plastic welding experience
- Maintenance Technicians will need to be adept at using a variety of hand and electrical tools
- Ability to work around chemicals, such as acids, alkalis, solvents and such
- Interpersonal skills to interact with employees or residents of the building in a pleasant manner
- Attention to detail to ensure that all jobs are completed in an exemplary manner and any potential hazards or warning signs of problems are not overlooked
- Physical stamina to handle a full shift of being active and working on the building
- High school diploma or equivalent
- Previous experience in a PCB manufacturing environment a plus
- Ability to read and understand technical drawings, equipment specifications
- Ability to carry on technical conversations with company personnel, equipment manufacturers and other maintenance resources
- Basic math skills

Work Environment:

The overall operation is typical of printed circuit manufacturing. This position also requires walking around manufacturing areas. This facility contains chemicals that are known by the State of California to contain harmful or cancer causing agents.

This is an ITAR facility and applicants must be a US Citizen or a lawful permanent resident.

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