



## Production Technician Job Description

**Reports To:** Supervisors, Production Manager

**Summary:** Production Technician will work independently and with other Operators to perform preventative, and routine maintenance tasks on the production lines. He/she will learn to trouble shoot issues and conduct basic maintenance as needed on the machines. He/she will also be responsible for training all new Operators. All tasks will be performed while supporting the policies, goals and objectives of the company and taking direction from Supervisors, Maintenance and Management.

**Essential Duties and Responsibilities include the following:**

- Must train all incoming Operators on the line and machines they are assigned to work, the production and process of what we do, the appropriate safety techniques, policies and procedures.
- He/she will ensure that the Operator follows all company guidelines and safeties in compliance with the policies and procedures.
- Repair and maintain plant machinery and equipment as needed, working independently as able and working with a Maintenance Technician when necessary.
- Grease, oil, prep machines, belts and other equipment.
- Repair or replace control devices as able when needed, independently or with the assistance of a Maintenance Technician.
- Adjust, repair and/or replace belts as needed.
- Rebuild shafts, supports etc. as able and as needed.
- Perform other minor repairs and adjustments under the guidance and direction of Maintenance personnel when necessary or as able.
- Must be able to operate grinder, hand tools and other equipment.
- Participates in plant safety, health and environmental programs.
- Responsible for ensuring that production line runs continuously
- Must ensure that all special community tools belonging to Rainbow, Inc. be returned to the Maintenance Cage immediately following your repairs. This will ensure they are accessible for all Operators.
- Any safety parts that are broken should be immediately reported to HR and the Production Manager. The safety issues will be repaired with urgency.
- When finished repairing and/or replacing a part, the line must be set up and tested immediately following. This will ensure the line is ready for the following day or shift. In this way, no production time is lost.
- Collaborates with Maintenance and Production Manager on maintenance schedule.
- Any personnel issues must be reported to the Supervisor for him/her to address.
- The Technician cannot move personnel around or re-assign duties but he/she is expected to report to the Supervisor any recommendations.
- All Company and OSHA Safety policies and procedures will be followed at all times. To include but not limited to Lock Out Tag Out, PPEs, Cell Phones, Steel Toed Shoes and Authorized Access areas.
- Other duties as assigned.

If interested email me their resume with any questions they have, we would greatly appreciate it.  
Technician's position is a 3<sup>rd</sup> shift position.

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