

JOB DESCRIPTION



Job Title: Maintenance Technician	Location: Hunmanby
Department: Production	Contract: Permanent, Shift (Mon-Thurs) 06:00-14:00 / 14:00-22:00 (Fri) 06:00-12:00 / 12:00-18:00
Reports To: Maintenance Manager	Direct Reports: N/A

1.0 Job Summary & Role

As part of the maintenance team, the Maintenance Technician will be working on an alternating day shift pattern. The role involves maintaining all the machinery in the production area, diagnosing and fixing where necessary to keep production downtime to a minimum.

2.0 Key Responsibilities & Main Duties

- Perform routine preventative maintenance on production machinery including BTU reflow, Ersas selective soldering and Cencorp through hole component insertion machines
- Carry out repairs and perform reactive maintenance on production machinery including Panasonic SMT and through hole placement, Ersas and BTU soldering, Westrock and PKM packing, and in house built automatic product testing machines
- Plus a variety of PCB handling and transfer equipment. Ensuring downtime is to a minimum so as not to affect the flow of the product build process
- Fault finding on mechanical, motors, air, nitrogen, electrical systems and the ability to follow wiring diagrams
- Direct liaison with machine suppliers for technical support and solutions
- Arranging external servicing of machines
- Understand and comply with company policies and procedures
- Mentoring of junior team members where required

3.0 Internal & External Relationships

- The main area of support is to production to make sure that production machinery is maintained to a schedule and is running and functioning correctly
- When fixing equipment, it will mainly be on the production line so good communication skills are required to make sure that the operators understand what you are doing
- Reporting back to production line managers with regular updates is also an important part of this role



JOB DESCRIPTION



4.0 Key Performance Indicators

- Fault find on PLC's, AC / DC Drives, motors, pumps, compressed air
- Carry out planned maintenance and servicing of equipment
- Knowledge of electronics assembly processes
- Mechanical and electrical fault finding
- Report maintenance activities
- Deal with breakdowns in a timely manner
- Use of Lock Out Tag Out systems
- Excellent organisational skills
- Excellent communication skills
- Excellent IT skills
- Able to follow Standard Maintenance Procedures and to be proactive in creation of them
- Willing to undertake relevant specialist training where required
- Use of CAD Software
- Other duties as and when required to ensure the smooth running of the production area

5.0 Essential/Desirable Factors

Knowledge	
Essential: <ul style="list-style-type: none"> • Ability to fault find on a wide range of equipment down to PLC level, AC / DC Drives, motors, pumps, compressed air 	Desirable: <ul style="list-style-type: none"> • Experience with electronics assembly and test equipment
Skills & Attributes	
Essential: <ul style="list-style-type: none"> • Attention to detail • Well organised • Excellent communication skills • Ability to operate under own initiative as well as possessing strong team working skills • Demonstrate a positive and enthusiastic attitude 	Desirable: <ul style="list-style-type: none"> • Natural problem solver • Ability to spot opportunities for improvement and efficiency
Experience	
Essential: <ul style="list-style-type: none"> • Confident IT skills • Previous experience maintaining and servicing equipment • C&G in Electrical / Mechanical or equivalent 	Desirable: <ul style="list-style-type: none"> • HNC Electrical / Mechanical Engineering or equivalent

Created by	Dated Created
Gareth Mitchell	02/03/2026

