

7-8-24

## **Maintenance Technician Job Description**

The role of Maintenance Technician is essential to the operations of Nate's Lawn Maintenance, Inc and Equipment Supply, Inc. Regular scheduled maintenance, preventative maintenance and impromptu repairs are a part of this position. These tasks will typically take place in our shop but at times will need to be performed at a customer's location or off site. A positive attitude with a willingness to learn is required. Clear communication with Jim (Shop Manager) will be necessary to effectively plan required tasks. This position reports to Jim.

### **Primary roles**

- Keep tabs on and perform regular scheduled maintenance on time such as oil changes, blade sharpening, tire rotations, etc.
- Respond to field repair requests.
- Perform impromptu repairs if needed to keep operations flowing
- Help keep shop, storage areas and the yard neat and organized
- Cleaning equipment, trucks and trailers
- Prep sold equipment

### **Secondary roles**

- Transport equipment
- Assist with field operations
- Continued education

### **Task Samples**

- Truck and equipment oil and filter changes
- Keep trucks and equipment greased
- Tire replacements and rotations
- Welding - if qualified
- Cleaning of equipment, trucks and shop
- Plow cutting edge replacements
- Repairs on equipment and truck attachments such as plows, salters and rough mowers

### **Compensation**

40 hours per week plus overtime as needed

40 hours vacation per year for the first year - we ask this be taken during slow times, eligible after the first 6 months

80 hours vacation per year starting the second year- we ask this be taken during slow times

Standard hourly rate: \$TBD/hr. Snow hourly: \$TBD/hr.

401K with 3% match is available after the first year