

**URM STORES, INC.
PERSONNEL REQUISITION**

EXTERNAL	Department: Facilities	Date: May 6, 2019 Void after: May 24, 2019
REQUIREMENTS		
Job Title: Warehouse Equipment Maintenance	Regular full-time Varied hours, varied days and on call required Will be evaluated in 30, 60, and 90 days.	
<p>This is a highly skilled forklift/Material Handling Equipment (MHE) position to perform a variety of assigned tasks to include those related to the maintenance/ repair and upkeep of the MHE Fleet. This responsibility also includes diagnosing any mechanical/electrical/safety issues and failure of MHE equipment. The mechanic will make sure that all MHE equipment is in safe and in good working standards, in compliance with safety standards and with OSHA compliance.</p> <p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none"> • Complete scheduled PM maintenance on all MHE equipment with proper documentation for records • Complete daily MHE repairs to fleet as they arrive • Perform emergency breakdown repairs when needed as directed by the Director of Facilities • Make recommendations for improvements and modifications to the Director of Facilities • Troubleshoot all electrical and mechanical problems for MHE fleet • Adhere to Federal/State/ company safety and compliance regulations • Responsible for performing all job duties with honesty and integrity • Perform work effectively to limit operational downtime, with a goal of zero downtime 	Date Needed: ASAP Position is: Replacement	Starting Salary: Union Scale
	Education/Experience:	
	<ul style="list-style-type: none"> • High School Graduate or GED • Minimum 5 years related professional experience in MHE and Distribution Center Facilities / Maintenance Management 	
	Skills Required:	
	Knowledge of HVAC/refrigeration, mechanical system, carpentry, minor electrical, welding and fabrication. Precision working. Skills in trouble-shooting, scheduled maintenance and repairs.	
	License or Certificate Required: <ul style="list-style-type: none"> • Hydraulic Components and Controls Training Records or Cert. • OSHA safety operators certification required (safety first attitude) • Forklift Technician Training Record or Certification for Raymond, Hyster, Crown ETC. MHE. • Knowledge and training on Industrial Sweepers and Scrubbers. • Knowledge of building machinery, conveyor, mechanical and safety systems, NFPA regulations, MHE related codes, current building, and google platform (i.e. drive, docs, slides, sites, sheets) • Valid Driver's License 	
Physical and Mental Abilities: Heavy work: Frequent lifting and/or carrying of objects weighing up to 75 pounds. Walking and/or mobility, Climbing and/or balancing, stooping, kneeling, crouching, and/or crawling. Manual dexterity and good hand/eye coordination. Work Environment: -20 degrees to 115 degrees, inside, outside and in inclement weather. Atmospheric Conditions: Fumes, ammonia, gas, diesel, odors, dust, and humidity Work Position: Standing/Walking 95% Repetitive use of the Hands: Simple grasping, pushing, pulling...35-50# Operation of power tools and equipment		
Personal and Professional Attributes: Ability to work well with others, sense of urgency, organized and Good mechanical aptitude		
Who will supervise this employee:		
Travel Involved Some	Whom will this employee supervise: N/A	
Testing is required to help finalize decision.	Want to interview at least 3 persons.	

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