**Maintenance Mechanic – St. Paul, OR**

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Maintain records for repair, service and maintenance.
* Knowledge of systems and able to inspect, troubleshoot, repair, replace, setup and/or adjust components related engine, electrical, hydraulics, air brakes, drivetrain, suspension, chassis, clutches, pumps, PTOs, transmission and differentials.
* Perform with minimal supervision.
* Report significant damage and/or malfunctions to supervisor.
* Communicate with supervisor when outside expertise is needed for repairs and maintenance.
* Accurately and legibly complete all Marion Ag Service required documents.
* Maintain a clean work area including tools and equipment.
* Perform all duties in accordance with Company policies and procedures to assure safe, effective and efficient services.
* Provide great internal customer service through various means of communication such as phone calls, emails, and texts.
* Complete required documentation relating to business or regulatory requirements.
* Work in this position requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.
* If needed, participate in work in other departments and perform other duties, as assigned.

**MINIMUM QUALIFICATIONS AND EXPERIENCE REQUIREMENTS**

* High school diploma and 5 years of related lead experience specifically in a manufacturing environment, or equivalent combination of education and experience
* Automotive skills

## Language Ability: Ability to read and comprehend simple instruction, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers and other employees of the Organization. Must be able to speak, read and write in English.

## Math Ability: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ration, and percent.

## Reasoning Ability: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

* Must have valid Oregon Driver License and must be able to provide and use own tools.

**PREFERRED QUALIFICATIONS AND EXPERIENCE**

* Experience leading teams or projects strongly desired
* Manufacturing experience
* Bilingual in Spanish and English (speak, read, write)
* Safety conscious as well as protective over company property and equipment

**LOCATION AND HOURS**

7746 St. Paul Hwy NE

St. Paul, OR 97137

This position is full-time, not exempt from overtime. The scheduled shift for this position is: Monday through Friday, 7:00 a.m. – 4:00 p.m. Some Saturdays and after-hours work is required. Overtime is required.

**IN ORDER TO APPLY:**

Resumes must be submitted through this website. No phone calls, please. Applications may be picked up in person and submitted in person at 9400 St Paul Hwy NE, Aurora, OR 97002.

**DATE POSTED**

January 11, 2024

*Please note: this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time, with or without notice.*