



Rishi Tea & Botanicals  
185 South 33<sup>rd</sup> Court  
Milwaukee, WI 53208

phone: 414.747.4001  
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[www.rishi-tea.com](http://www.rishi-tea.com)

**Job Title: Maintenance Mechanic**  
**Department: Operations**  
**Sub Department: Production**  
**Reports To: Production Manager**  
**Shift: Monday thru Friday, Full Time**  
**FLSA Status: Hourly, Non Exempt**  
**Travel: Local, occasional interstate travel may be required**  
**Application Deadline: 06/15/2019**

### Summary

The Maintenance Mechanic is a skilled position responsible for designing and implementing a comprehensive preventative maintenance and repair program for all equipment used in the manufacturing environment. This person is responsible to manage tools, parts and some supplies and they will communicate with OEMs, parts vendors and related service providers. This person can document protocols, administering the maintenance programs, and for actively engaging in repairs and maintenance tasks. This role is the designated primary trainer for proper machine and equipment use and coordinates with Quality Assurance Department on training objectives including operation of the equipment in compliance with OSHA requirements per the IIPP (Injury, Illness Prevention Program).

### Education and/or Experience

#### Required:

- High School Diploma
- 4 years' relevant experience
- Experience as a Machine Operator or Technician
- Mechanical aptitude that includes hydraulics, pneumatics, machining, and engineering specifications with blue prints and technical manuals
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to add, subtract, multiply, and divide in all units of measure.
- Ability to read and interpret ruler measurements.
- Working knowledge of Excel, Word, and other Microsoft software
- Good communication skills and the ability to

#### Preferred:

- > 4 years' relevant experience





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- Electrical, HVAC and/or mechanical experience
- Experience in a food production facility
- Experience with Food Safety programs and systems
- Experience with organic food manufacturing

