**Job Class Profile:** 

**Industrial Mechanic Millwright** 

 Pay Level:
 CG-29
 Point Band:
 622-675

 Accountability
 Development
 Environmental

		Interpersonal				& Decision		and	Working	Total
Factor	Knowledge	Skills	Physical Effort	Concentration	Complexity	Making	Impact	Leadership	Conditions	Points
Rating	5	3	4	6	3	3	3	3	5	
Points	233	50	25	29	90	65	62	64	54	672

## **JOB SUMMARY**

The Industrial Mechanic Millwright is responsible for performing work at the journeyperson level while providing technical supervision and training to operators of three distinct bottling lines, performing preventative and scheduled maintenance, maintaining inventory, and troubleshooting mechanical and electrical breakdowns.

### **Key and Periodic Activities:**

- Provides technical supervision to machine operators to ensure production has minimal unscheduled downtime.
- Provides daily maintenance to production lines to ensure they are active at all times.
- Installs industrial machinery and mechanical equipment according to layout plans and manufacturer's specifications; operates lifting devices to position machinery and parts during installation, set-up and repair machinery.
- Troubleshoots electronic components, boards and programs. Dismantles, reassembles and aligns complex equipment regarding the fitting of bearings, gear alignment and install motors and belts with minimal tolerance.
- Performs preventative maintenance of machines and equipment.
- Improves production and ensures safe and efficient operation of equipment and production. Identifies and recommends changes to production lines such as labels, caps, bottles and other related materials to reduce reject levels and ensure a good quality product.
- Recommends and maintains production machinery and related equipment parts inventory and replacement parts.

## SKILL

## Knowledge

### General and Specific Knowledge:

- Knowledge of the organizations structure and policies
- Specific knowledge of mechanics
- Technical knowledge of electronic or PLC control
- Knowledge of computerized systems
- Technical knowledge of applicable codes, procedures and legislation

### **J027**

#### Formal Education and/or Certification(s):

 Minimum: High School and Journeyperson Certificate in Industrial Mechanic/Millwright supplemented by training in electronics from a post secondary institution.

#### Years of Experience:

— Minimum: 4 to 5 years

#### **Competencies:**

- Ability to coordinate a range of related work or project activities.
- Ability to develop new solutions to bottling line challenges.
- Ability to troubleshoot equipment malfunctions.
- Ability to follow guidelines and procedures.
- Ability to operate various types of precision tools.
- Ability to repair or calibrate machinery.
- Ability to read/sketch schematics for production.
- Ability to interpret and manipulate computer software that runs equipment.
- Ability to operate a computer to prepare documents.

#### **Interpersonal Skills**

- A range of interpersonal skills are used to perform activities such as listen and gather information, ask questions to get information, provide information and direction to others, gain the cooperation of others to complete work, and instructing in safe work practices and more efficient ways to work.
- Communications occur with employees in immediate work area, own department and other departments within the organization and supervisors/managers; and with suppliers or contractors.
- The most significant contacts are with employees to listen and provide support and with outside representatives/technical support people.

### EFFORT

#### **Physical Effort**

- Occasionally results in considerable physical fatigue, requiring periods of rest and there is a need for physical strength and/or endurance in the job while lifting or moving objects over 50 lbs (materials, parts, equipment).
- Physical effort may include occasionally using fine finger or precision work while using hand tools that require accurate control and steadiness (pliers, screwdrivers, electrical tools), gross motor skills and maintaining balance while climbing ladders and reaching overhead to make repairs.
- Required to stand, walk, and climb for most of the day to perform work activities and is
  occasionally required to crouch, bench or sit depending upon the production maintenance
  demands.

### Concentration

 Visual concentration includes monitoring of machinery functioning at high speeds, reading and interpreting complex equipment manuals, starring at a computer screen, troubleshooting

- equipment/repairs, and wiring schematics.
- Auditory concentration includes listening to multiple stakeholders and listening for the correct operation of machines/equipment (worn bearings).
- Other sensory demands include detecting a component that may be burning or having excessive friction (smell).
- Concentration effort is required when working on various components of machinery/equipment. Additionally, may have to respond to time pressures and may not have control over work pace during emergency maintenance situations.
- **Exact results and precision and eye/hand coordination** are required when using precision tools and performing machinery setups/changeovers, label alignment, fill heights, etc.

### Complexity

- Tasks tend to be different involving related processes and methods.
- Problems tend to require some interpretation to select from a number of possible and prescribed solutions such as creating schematics on machinery, operating computerized equipment, reading wiring diagrams and schematics and being able to interpret and manipulate the computer software that runs the equipment.
- Reference material and advice from coworkers and supervisors are available to assist in solving
  problems. As well, policies and procedure manuals and external documents such as equipment
  manuals are available. Sometimes manuals are not available and then must research solutions
  on internet or contact machine and equipment supplier technicians on phone (inside or outside
  Canada).
- Typical challenges include on a daily basis, imperfections in bottles/labels/caps that cause machinery problems and breakdown which results in analysis of the problem and identifying a solution.
- Other challenges involve the requirement to replace machinery parts related to wear, breakups and stress on parts on a day to day production operation and coordinating work schedules with other departments in order to do repairs with minimum downtime to production.

## RESPONSIBILITY

### **Accountability and Decision-Making**

- Work tasks and activities are generally prescribed or controlled.
- Decisions can be made with regards to corrective action for machinery breakdowns, materials required, ability to determine expert advice is needed, and call back extra staff.
- Formal approval is required for major renovations or purchases, re-scheduling of major maintenance requirements, overtime and overhaul of equipment.
- Generally unsupervised in most of the daily tasks.
- Functions with a high degree of independent discretion and judgement when dealing with a production line breakdown including making a determination on corrective action, whether downtime is needed for temporary repair to get production going again or use of parts to make a permanent repair.

#### Impact

- There are preventative maintenance procedures in place especially for critical equipment.

- Generally has impact within immediate work area, within department and organization, on customers/clients/general public. Additionally, may have significant impact on equipment (electrical errors can cause damage to resulting equipment), processes and system (preventative maintenance, computer system, etc.), finances (productivity loss resulting in revenue; repair/replacement of equipment/parts determines cost), material resources (inventory), information (advice and direction to operators to ensure proper running of bottling lines) and health and safety (ensuring equipment working properly to ensure employee safety).
- Problems or errors are generally detected by Millwright or production operation staff and addressed within hours of identification.
- Consequence of error that could occur is production line malfunction resulting in production and staff being re-scheduled or layoffs.

## **Development and Leadership of Others**

- There is no supervision of staff.
- Provides technical supervision to equipment operators on three bottling lines and includes providing on the job advice/guidance/direction, training and instructing on the use of new machines and related equipment and also provides feedback to operators on production related issues such as breakdowns, raw material problems, parts inventory, etc.

# WORKING CONDITIONS

## **Environmental Working Conditions**

- Required to wear safety vests, hardhats, safety goggles, safety gloves and steel toe boots when working. Must also follow safe work practices and be trained to work in explosion-proof area.
- Moderate likelihood for minor cuts, bruises, abrasions or minor illnesses but a limited likelihood of fractures or other injuries or injury or occupational illness resulting in partial or total disability.
- Regularly exposed to dirt, dust and filth, fumes, wet or slippery conditions, sharp objects and
  occasionally exposed to radiation and hazardous chemicals.