

**Job Class Profile:           Liquor Equipment Repairer****Pay Level:                   CG-23                   Point Band:                   388-421**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	2	1	4	6	2	2	2	2	5	
Points	93	17	25	29	60	43	41	43	54	405

**JOB SUMMARY**

The Liquor Equipment Repairer is responsible to operate, maintain and repair all equipment associated with the operation of a bottling line with the Newfoundland Liquor Corporation (NLC).

**Key and Periodic Activities**

- Operates and maintains all bottling plant equipment such as filling machines, capping equipment, labeling equipment, laser/ink coders, pumps, rinsing equipment, etc.
- Performs machinery changeover when different size bottles and brands of liquor products are being bottled.
- Identifies machinery malfunctions and performs repairs, as required.
- Performs daily equipment maintenance and ensures that preventative maintenance is performed as required.
- Maintains maintenance log of preventative maintenance activities and keeps daily records of production activity.
- Provides advice on label materials and effectiveness.
- Maintains a safe and clean work environment.
- Assists in performing major maintenance activities on all machinery and equipment, as required.
- Trains and provides technical advice to new employees.

**SKILL****Knowledge****General and Specific Knowledge:**

- Operation and maintenance of computerized and manual-control bottling line equipment
- Machinery changeover process and procedures
- Policies and Procedures
- Safe Work Practices

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

- Minimum: High School Diploma.

**Years of Experience:**

- Minimum: No experience required. Technical training provided by on-site resources.

**Competencies:**

- Ability to follow basic instructions and work processes.
- Ability to apply established techniques to the completion of activities.
- Ability to develop new solutions to deal with new problems.
- Ability to provide advice to others on how to solve a problem or address an issue.
- Ability to write straightforward text.
- Ability to operate, repair and/or calibrate machinery.

**Interpersonal Skills**

- The range of interpersonal/communication skills used include listening to information from other people; asking questions to get information; and providing routine information and direction to other workers on the processing line.
- Work is performed in a team based environment and the most significant contacts are with the supervisor for direction on daily production and maintenance matters; co-workers in the performance of daily work activities; and quality control personnel on product quality issues.

**EFFORT****Physical Effort**

- The demands of the job sometimes result in fatigue, requiring periods of rest.
- Lifting or moving objects over 50 lbs is required on an occasional basis when performing machinery changeover processes such as capping head changes.
- There is a regular requirement to sit or stand in the performance of daily activities and walking or climbing ladders is performed occasionally. Working in awkward or cramped positions occurs when performing machinery changeovers and/or maintenance activities.
- Manual or physical activities include regular use of hand tools that require accurate control and steadiness. Fine finger or precision work; using gross motor skills and maintaining physical balance is performed occasionally.

**Concentration**

- There is a requirement for **visual** concentration or alertness when monitoring machinery which is functioning at high speeds and observing the quality of capping; label placement; fill heights; and overall product quality.
- **Auditory** concentration or strain is experienced when listening to equipment in operation to ensure it is operating correctly.
- Other sensory demands include detecting excessive smells and odours such as the presence of ethanol vapours.
- **Higher than normal levels of attentiveness or alertness** is required to ensure the equipment is functioning properly and that the bottles are not chipped by equipment to protect the health and safety of the employees on the production line and customers/clients.
- **Time pressures and deadlines** are experienced to ensure daily production schedules are achieved; **interruptions** can occur with equipment malfunction and during machinery

<p>changeover; <b>lack of control over work pace</b> occurs occasionally on the bottling line as the pace of the line is set by the machine operators.</p> <ul style="list-style-type: none"> <li>— <b>Exact results and precision</b> are required when taking measurements and making adjustments; performing labeling and computer set-up, capping height adjustments, filling heights and speed alignments.</li> </ul>
<b>Complexity</b>
<ul style="list-style-type: none"> <li>— Work involves the operation, maintenance and repair of all equipment associated with the bottling line which involves performing tasks and activities that are different but allow the use of similar skills and knowledge. Defined procedures exist for regular activities.</li> <li>— A typical problem or challenge is to ensure maximized run time/speed of equipment and minimal downtime through regular maintenance and efficient changeovers to ensure bottling speeds are optimal.</li> <li>— Reference material to assist in addressing problems, challenges and issues include manufacturer's manuals; standard operating procedures; and technical advice both internally and externally.</li> </ul>

## RESPONSIBILITY

<b>Accountability and Decision-Making</b>
<ul style="list-style-type: none"> <li>— Employees in this class work in a highly structured environment and all processing decisions are made in consultation with the supervisor.</li> <li>— Some discretion and independence of action can be exercised to organize the priority of assigned tasks to meet the established production schedule.</li> </ul>
<b>Impact</b>
<ul style="list-style-type: none"> <li>— Work results can impact the immediate work area; department; organization and on customers/clients.</li> <li>— Work activities impact on resources such as equipment, finances, health and safety and corporate image.</li> <li>— When equipment is maintained and repaired properly the bottling line runs efficiently with minimal downtime and health and safety requirements are met.</li> <li>— Mistakes or errors can result in equipment malfunction or breakdown which will cause bottling line downtime and delays in meeting the production schedule; create health and safety risks for employees on the bottling line; pose health risks for the consumer if the bottles are chipped and there are glass fragments in the product; increased financial cost if there is product wastage and negatively impact the corporate image.</li> <li>— Errors are typically identified and resolved within hours of problem identification. Quality assurance checks are in place to ensure a quality product is produced.</li> </ul>
<b>Development and Leadership of Others</b>
<ul style="list-style-type: none"> <li>— Does not have full time responsibility for the direct supervision of staff.</li> <li>— Required to provide on-the-job advice/guidance, direction, orientation, training and mentoring junior employees in effective troubleshooting techniques.</li> </ul>

## WORKING CONDITIONS

### Environmental Working Conditions

- There is a requirement to wear safety equipment such as safety shoes, glasses, hearing protection, hard hat, reflective vest and gloves. Special precautions include an air conditioning system to ensure no dangerous ethanol levels exist.
- The likelihood of minor cuts, bruises, abrasions or minor illnesses resulting from hazards in the job is minimized if safety precautions are followed. The likelihood of fractures and partial or total disability is limited.
- There is exposure to unusual/distracting noise from machinery operation; alcohol fumes, limited lighting when working under machines and in awkward spaces; machine vibration; hazardous cleaning chemicals; dangerous heights when changing parts on top of equipment; wet floors; static generated from equipment; sharp objects such as glass breakage or blades on automatic cutters; awkward and confining work spaces and working around heavy machinery such as forklifts.