

LIBERTY LIFT SOLUTIONS

Job Description: Shop Technician



Division/Department	Field
Location	Dickinson, ND
Job Title	Shop Technician
Reports to	<i>District Manager</i>

Level/Grade	Type of position:	Hours <u>40</u> / week	
	<input checked="" type="checkbox"/> Full-time	<input type="checkbox"/> Contractor	<input checked="" type="checkbox"/> Exempt
	<input type="checkbox"/> Part-time	<input type="checkbox"/> Intern	<input type="checkbox"/> Nonexempt

POSITION SUMMARY

The Shop Technician is responsible for assembly, preparation and repair of artificial lift equipment, primarily conventional and long stroke pumping units. Additional responsibilities include inventory, record keeping, shipping and receiving and safety oversight of the facility.

RESPONSIBILITIES

- Assemble, tear down and repair equipment as needed.
- Maintain equipment in a condition that does not compromise safety
- Test, inspect and maintain equipment prior to its return to the field.
- Effectively operate common layout tools
- Take or read measurements, blueprints, and drawings
- Perform safety inspections on equipment and tools
- All other duties are as assigned

QUALIFICATIONS

- High school diploma or general education degree (GED).
- 1 – 2 years of experience preferred
- Must hold a valid driver's license
- Basic computer skills
- Prior experience with pumping units is preferred.
- Prior experience operating a forklift is preferred

COMPETENCIES

- Professional Maturity
- Communication
- Flexibility
- Customer Service
- Collaboration and Partnership
- Attention to Detail
- Teamwork
- Responsibility
- Time Management
- Leadership
- Job/Technical Knowledge
- Problem Solving
- Integrity and Respect
- Accountability

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Physical Demands: This job is a mostly sedentary role; however, moderate physical activity is occasionally required to stand, walk, sit, reach, carry, pull, lift or otherwise move objects up to 25 pounds. Employee is required have specific vision abilities which include close and distant vision, peripheral vision, color vision, depth perception, and the ability to adjust focus. Employee is also required to talk and hear.

Work Environment: This job operates in a professional office environment. The noise level is moderate and in a well-lit area. This role routinely uses standard office equipment such as computers, phone, printers, photocopiers, filing cabinets, and fax machines. This position may encounter overnight traveling.

EMPLOYEE ACKNOWLEDGEMENT

My signature below acknowledges that I have received, read and understand this job description, and that I am expected to consistently demonstrate the essential job duties and core competencies of the position with or without reasonable accommodation. Furthermore, I acknowledge that I may be expected to perform additional tasks and projects as assigned, and I agree to perform such tasks and projects, along with the essential functions of my job, in accordance with the performance standards and expectations set forth by the company.

Employee Name (Printed)

Date

Employee Signature