**Maintenance Technician**

**Tracking Code**

3535

**Job Description**

This position is responsible to participate in the day-to-day maintenance activities of various assets, while ensuring the provision of safe, timely and efficient service.

**Required Skills**

     Participates in work activities to complete safety and regulatory inspections, material bulk handling equipment maintenance, facility repair and preventative maintenance programs, ensuring a high standard of workmanship and acceptable standards of production and safety.

     Orders material, checks pre-ordered material and makes small local purchases. Participates in work meetings as required with local operations employees. Assists maintenance staff to expedite other projects as required.

     Maintains personal safety training requirements, explains safe work practices to be employed in various work assignments and ensures safe working practices are followed by internal and external personnel on the work site.

     Provides accurate, timely and legible administrative documents including time certificates, job completion reports, pre-maintenance records, purchase orders and expense accounts, through the use of a computer, when necessary.

     Ensures company equipment and material receives proper care custody, maintenance and usage.

     Assists in coordinating local contractor services.

     Actively participates in Market Centre team meetings.

     Identifies implements and communicates management and operational "best practices" to colleagues within the branch, division and inter-divisional partners/customers

     Performs other duties as required.

**Required Experience**

Grade 12 or equivalent. Level II certificate in Industrial Mechanic/ Millwright trade with preference given to Journeyed status individuals. Minimum of three (3) technical training courses, or the commitment to obtain training within a specified time frame. Minimum of four (4) years progressive experience in bulk material handling maintenance and repairs, three (3) years of which have been as a Maintenance Worker, including the performance of "lead hand" supervisory duties.

Other:

     Class 5 drivers license with ability to obtain Class 1 license.

     Experience in reading building plans and blueprints.

     Demonstrated physical ability to perform the functions of the job.

     Must own the required set of quality hand tools to carry out assigned work activities.

**Job Location**

North Battleford, Saskatchewan, Canada

**Position Type**

Full-Time/Regular

**Salary**

48,652.00 - 76,018.00 CAD

**Close Date**

May 24, 2015

**Devon Deis, BBA**

HR Specialist

Viterra - Regina

Phone: 306-569-5182 | Fax: 306-569-5132

devon.deis@viterra.com

[www.viterra.com](http://www.viterra.com)

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