

# Rejuvenation



**Job Title** Maintenance – Systems, Equipment, & Facilities  
**Department** Eden Organic Pasta Company  
**Reports to** Plant Manager

## **Major Focus**

- I. Maintain machinery, equipment, and facility in reliable operating condition following GMP's, Eden Foods' directives and policies
- II. Oversee compliance with company personnel safety and food safety programs/procedures, federal, state, and local laws and guidelines

## **Duties and Responsibilities**

- A. Oversee, maintain, and help carry out repairs, maintenance, and scheduled preventative maintenance
- B. Carry out duties according to Safety Protocols and Operations SOP's
- C. Maintain tool and equipment inventories
- D. Maintain facilities and property and its associated equipment
- E. Maintain organized records of maintenance and repairs
- F. Anticipate and report repair and safety needs, communicate them to the Plant Manager
- G. Schedule equipment care and repair, with an eye toward efficiency
- H. Ensure proper execution of maintenance programs and procedures
- I. Complete knowledge of processing equipment operations. Assist production with the operation of production equipment as needed.

## **Job Requirements**

1. Sufficient education and experience to perform a range of maintenance and repair tasks
2. Good verbal and written communication skills
3. Reliable, dependable member of the company team
4. General working knowledge of plumbing, electrical, HVAC, and shop tool use
5. Be able to stay on top of and manage multiple functions
6. Five years' experience commercial facilities maintenance
7. Experience in industrial facilities maintenance a plus
8. High personal and professional moral and ethical standards

This job description is not intended to be all-inclusive or a complete explanation of all duties. Employees are required to perform other duties as assigned by their immediate supervisor or Eden Management. Eden reserves the right to modify job duties and responsibilities as needed. This job description does not constitute a written or implied contract of employment.