



Job Title: Millwright

Date Prepared: March, 2014 Rev. September, 2017

Reports to: Maintenance Manager

Location: Perth, Ontario

Department: Maintenance

Position Overview:

A Millwright is responsible for installing, maintaining, troubleshooting, overhauling and repairing stationary industrial machinery and mechanical equipment.

Essential Duties and Responsibilities:

- Ensure that safety policies, housekeeping rules and guidelines, quality standards, and standard operating procedures are followed.
- Interpret blueprints and schematics to determine work procedures.
- Install, troubleshoot and maintain power transmission, vacuum, hydraulic and pneumatic systems and programmable logic controls.
- Operate machine tools such as lathes and grinders to fabricate parts required during overhaul, maintenance or set-up of machinery.
- Clean, lubricate and perform other maintenance work on machinery.
- Assemble machinery and equipment prior to installation using hand and power tools and welding equipment.
- Leads apprentices and directs them to ensure successful task completion.
- Ensure ongoing compliance with provincial standards and legislation.
- Other duties as assigned.

Position Requirements:

- Completed apprenticeship program or enrollment in an apprenticeship program.
- High school diploma or equivalent.
- Mechanical Engineering Technician/Technologist Diploma or equivalent.
- Strong knowledge of health and safety legislation.
- Industrial electrical experience.
- Computer Aided Drafting (CAD) experience
- Good written and verbal communication skills.
- Strong work ethic and positive team attitude.

Competencies:

- Time management
- Planning and organizing
- Problem solving
- Creative and innovative thinking
- Strong commitment to Team environment
- Enforcing laws, rules and regulations

Physical Requirements/Working Conditions

- Ability to lift 20-50 lbs frequently
- Ability to lift up to 70 lbs occasionally
- Continuous standing
- Use of hands and feet to handle, control, or feel objects, tools, controls, press buttons, levers and pedals
- Bending, twisting and reaching
- Repetitive movement
- Frequent walking
- Wear personal protective equipment such as safety glasses, ear protection, safety shoes, gloves and any other protective equipment deemed necessary.
- Work indoors in non-controlled environmental conditions
 - Work in hot conditions or cold temperatures
 - Exposure to sounds and noise levels that can be distracting or uncomfortable
 - Exposure to minor cuts or burns
 - Exposure to contaminants
 - Exposure to hazardous equipment
- Work with others in a group or team
- Overtime may be required.
- Travel may be required.