

412 N. Smith Ave., Corona, CA 92880 Phone: 951-734-9838 Fax: 951-734-2454

## JOB DESCRIPTION : SERVICE TECHNICIAN

### **Main Job Functions:**

- Perform installation, repair, maintenance and technical services at customer sites.
- Travel required.
- This position reports to the Service Manager.

#### **Duties and Responsibilities:**

- 1. Provide customer support, diagnose equipment operation problems and assist in the process of supplying spare/replacement parts. Maintain a professional demeanor and helpful attitude on all customer interactions.
- 2. Provide assistance at customer sites in machine start-up, installation and/or repairs as required.
- 3. Provide detailed feedback (marked prints, etc.) of deviations from issued (As Built) drawings, blueprints, parts lists, etc. to Engineering Department so "As Built" files can be updated.
- 4. Work with the Production, Engineering, and Sales departments, and with customers on acceptance testing and training, including in-house Final Testing and FAT procedures.
- 5. Work with minimum supervision working from instruction manuals, assembly blueprints, parts lists, etc.
- 6. Adhere to and follow Company policies and safety regulations, and encourage safe work practices. Assist in other areas and help train other employees in the Company.
- 7. Adhere to and implement the ISO QMS. Participate in the Process of Ongoing Improvement to identify policies, processes and procedures that contribute to improve the operations of the Parts / Service Department and Company.
- 8. When travel is required, performs and adheres to a flexible work schedule, which may include Saturdays, Sundays and off hours. This is dependent upon customer circumstances or other field service emergencies.

#### **Qualifications:**

- Working knowledge of Allen Bradley PLC (Allen Bradley service level training or equivalent).
- Fundamental training and or experience in mechanical, electrical and pneumatic principles. Technical or College degree preferred.
- Experience in field support technical service, preferably as a Field Service Engineer.
- Working knowledge of automatic machinery, preferably in the pharmaceutical / medical field.
- Ability to read and work from blueprints and electronic schematics.
- Ability to communicate and work effectively to support others.
- Good computer, organizatinal skills, professional conduct and positive attitude required.

# If you are interested, please contact us at info@moperry.com