JOB TITLE: SHOP MECHANIC

JOB DESCRIPTION

SUMMARY:

The Shop Mechanic will work closely with the Shop Manager to keep a well-organized and clean shop, as well as tracking tools and inventory of consumables. This person will work with the Shop Manager for all routine maintenance and repairs of machinery that is used on the farm.

QUALIFICATIONS:

- Will possess strong mechanical skills and be able to troubleshoot and correct mechanical problems
- Experience with: semi trucks and trailers, large farm tractors and implements, skidsteers, pay loaders, hydraulics, diesel engines, fuel systems and welding
- Possess strong written and verbal communication skills
- Possess strong organizational skills and is detail orientated
- Is self-motivated
- Ability to work well with others
- Ability to make decisions under pressure
- Ability to perform mechanical work to a very high standard

DUTIES:

- Will keep a clean and well-organized shop. All tools will have a designated storage area and need to be kept in those areas, making it easier to find and keep inventory of tools.
- Preform emergency repairs, with and without the assistance from the Shop Manager. Will be on-call for emergency repairs in a rotation. Most emergencies can be prevented by proper maintenance; this should be a rare occurrence.
- Will work with the Shop Manager and machine operators to perform routine maintenance on all machinery.
  - Every time a service is performed, clearly label machine with hours or date at which next service will be necessary, enabling machine operators to determine at a glance if a machine is due for services.
  - Communicate with operators to determine best time to perform necessary repairs and/or maintenance. Most machines have regular scheduled hours of operation. Maintenance and repair work should be scheduled to avoid interference with these schedules.
• Keep accurate records of all machinery. A work order must be filled out for each machine that is in the shop, for both repairs and maintenance.
• Will be responsible for reading the service schedules on all new machines.

**WORK RELATIONSHIP:**

The Shop Mechanic reports directly to the Shop Manager and works closely with the ownership of Kinnard Farms. The Shop Mechanic will work closely with the outdoor team, feeding team and herd management team on necessary repairs and maintenance. The Shop Mechanic will maintain open communication with all employees at Kinnard Farms.

**WORK CONDITION:**

The Shop Manager is a full time position, normally working 10-hour days. For the first 60 days, the Shop Manager will work the majority of the hours alongside the Shop Manager, as training. After the first 60 days, Shop Manager will develop a schedule that staffs the shop from 5:30 am to 6:00 pm, Monday through Friday.

**COMPENSATION:**

Excellent earning potential for qualified candidate, with compensation package based upon experience and education.

Revised: 5/9/17