

# WASHINGTON MILLS

**Lead Maintenance Mechanic**  
**Washington Mills Ceramics Corporation**  
**165 King Street, Sun Prairie, WI 53590**  
**(608) 837-5155**

## Company Description

Washington Mills is one of the largest producers of high-quality abrasive and fused mineral products in the world. It has facilities throughout the U.S., Canada and Europe and serves a global customer base. Its principal business is the fusing of oxide and carbide minerals in electric arc and Acheson furnaces, as well as the grinding and classifying of the minerals into grains and powders. Established in 1868, Washington Mills continues a long history of excellence in serving raw materials to the abrasive, refractory, ceramic and industrial abrasive markets. Washington Mills Ceramics is a manufacturer of ceramic vibratory media that is used in mass finishing applications.

## Job Description

The Lead Maintenance Mechanic is a hands-on working maintenance position that also has people management skills to lead a small maintenance group. The responsibilities of the Lead Maintenance Mechanic position include all aspects of maintenance and installation of the major equipment and building systems. This includes production equipment and all areas related to mechanical and structural building upkeep. The position involves a mixture of the actual maintenance work and managing the broader maintenance effort. This position is based in Sun Prairie, Wisconsin and reports to the Maintenance Manager with opportunities for advancement.

## Essential Functions

- Work with the maintenance and management staff on all major equipment maintenance projects as well as on-going daily PM maintenance. This includes but is not limited to extruders, high-intensity mixers, kilns, dust collectors, vacuum pumps, and equipment that is proprietary to our operation
- Serve as the primary maintenance response for all equipment and building maintenance emergencies
- Perform and/or schedule weekly and monthly PM tasks as well as various scheduled machine audits
- Work to develop preventive maintenance plans for all critical machines and systems
- Prioritize and schedule the work of the maintenance department
- Evaluate in-house and outside options for all major repair projects to determine the best resources for each
- Lead the safety training and auditing effort for the maintenance group

## Required Skills

- Minimum 5 years industrial maintenance experience required
- Forklift experience preferred
- Experience with hydraulic and pneumatic systems
- Machine shop experience including operating / performing: Vertical mill, lathe, metal cutting (grinder, plasma, band saw), welding and general fabrication
- Experience working under and developing PM schedules and work plans, preferably in a CMMS platform
- Must be detail-oriented and able to work unsupervised
- Enjoys a mixture of hands on mechanical work and supervisory and management work

## Compensation/Benefits

Washington Mills offers a comprehensive and competitive benefit package including:

- Paid at a rate commensurate with experience
- Medical and dental plans heavily subsidized by Company when working thirty hours or more
- Company paid life insurance
- 401(k) with an employer match at six months and employer discretionary contribution at one year
- Immediate paid holidays with vacation accrued the first year

The above statement reflects the general details considered necessary to describe principle functions of the job identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.

***Washington Mills is an Equal Opportunity Employer committed to workforce diversity. M/F/D/V. Qualified minorities, women, individuals with disabilities, and veterans are strongly encouraged to apply.***

***Dated:*** \_\_\_\_\_

***Created By:*** \_\_\_\_\_

***Approved By:*** \_\_\_\_\_