



Position Description

Position Title:	Production Equipment Maintenance Technician	
Department:	Production & Engineering Maintenance	
FLSA Status:	Non – Exempt	
Reports to:	Director of Production Engineering & Maintenance	
Supervises:	None	
Dev.date :		Page 1 of 2

Position Summary

Maintains Solar Module production line equipment repair and maintenance in accordance with company and factory policies and procedures. Ensures highest possible uptime and lowest cost of operation achieved from all production line equipment in support of production lines running on 7 day X 24 hour operation to meet or exceed all production safety, output, yield, customer delivery, cost, and product quality/reliability targets.

Essential Functions:

- Maintains Solar Module production line equipment repair and maintenance in accordance with company and factory policies and procedures.
- Performs the maintenance and preventative maintenance care of all production line processing tools.
- Generates preventive and corrective maintenance procedures across all process tools.
- Develops schedule, frequency, resource task lists for all preventative maintenance to minimize production loss time and maximize preventative maintenance effectiveness.
- Responsible to meet or exceed all production line equipment performance targets including; but not limited to, uptime, MTTR, MTBF, equipment Overall Operational Efficiency (OEE), and operating cost.
- Responsible for equipment maintenance related quality control and/or quality improvements.
- Writes production line equipment corrective maintenance troubleshooting guides and procedures.
- Supports maintenance portion of any production line equipment startups, shutdowns, and upgrades.
- Drives overall cost of ownership maintenance improvement methodologies for equipment.
- Manages equipment consumables, spares, and related support services for assigned tools.
- Ensures a clean and safe maintenance work areas using the 5S manufacturing methodology.
- Establishes and reports on equipment performance metrics, spares and consumable usage, and component life times on assigned tools.
- Maintains accurate records and logs on all equipment maintenance activities.
- Ensures good communication between and across all maintenance shifts and/or days of the week.
- Works with tool supplier on maintenance training and certification procedures or specifications.

Education and experience:

- High school diploma required. 2 year technical degree preferred.
- Minimum of 5 years of experience in relevant manufacturing equipment maintenance.
- Prefer experience in silicon solar or semiconductor equipment applications, such as chemical handling, chemical cleans, diffusion, vacuum systems, PECVD, printing, plasma etch, plating, string/tab, buss attach, EVA layup, glass clean, junction box attach, taping, frame attach, module test/sorting.
- Experience with developing and producing maintenance specifications and procedures.
- EMT, ERT, Hazmat training or other relevant experience a plus.

Skills and Abilities:

- Excellent reading, writing, arithmetic, and communication skills required.
- Strong leadership traits and sense of ownership. Response rapidly to trouble calls.
- Equipment main system, sub-system, and component level troubleshooting ability.
- Able to read and interpret mechanical and electrical drawings and diagrams.
- Proficient with software applications such as Microsoft Office and Microsoft Project.



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- Strong problem-solving skills and ability to creatively develop and implement maintenance solutions to improve equipment performance.
- Ability to multi-task as well as manage daily, weekly, and monthly required maintenance performance targets or deliverables effectively.
- Creates an environment of high productivity and enthusiasm across all shift team members to excel or exceed operation or company specified targets.
- Able to work with minimal supervision or guidance.

Physical Demands:

- Frequently lift, carry, move and position objects weighing up to 50 pounds unassisted, when performing essential job functions.
- Extended time standing or walking on hard production floor with confined spaces, multiple turns, or rooms.
- Bend, stoop, crouch, ascend, and descend on a regular basis when performing essential job functions.
- Constantly observe, assess, inspect, detect, convey, and exchange information when performing essential job functions.

This job description may be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.

My signature indicates that I have reviewed this Job Description. I further understand that critical features of this job are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other business reasons.

Employee Signature

Date