



**Job Description**  
**Maintenance Mechanic**  
**Lawler-Wood Pantex, LLC**

**PRIMARY FUNCTION:**

Under the supervision of officials responsible for the coordination and accomplishment of facility maintenance and operation work, perform the duties of Maintenance Mechanic, following recognized industry standards for such work in a safe and efficient manner. The following describes the major functions of the job but is not intended to be all-inclusive:

**JOB DUTIES AND RESPONSIBILITIES:**

1. Performs multi-craft assignments in order to complete facility maintenance tasks.
2. Read understand building drawings and manuals for assigned tasks.
3. Conduct preventive maintenance for facilities and equipment.
4. Complete unscheduled maintenance of equipment and the facility in general.
5. Perform incidental Electrical work as required.
6. Perform minor HVAC work as required.
7. Perform minor carpentry and painting duties as required.
8. As required, may estimate materials needed and record time and material expended on each work order.
9. Provide work direction when Facility Technician is assigned to assist.
10. Inspects, installs, repairs and replace pipes, fittings and plumbing fixtures to maintain the heating water, gas and plumbing systems.
11. Repairs and maintains piping systems and plumbing fixtures.
12. Inspects all connections and other parts of system for leaks.
13. Replaces defective pipe by cutting, bending, threading, pipe assembly and repairing or installing insulation.
14. Solders and caulks leaks and broken pipes.
15. Opens clogged drains with plumber's snake or vacuum plunger.
16. Replaces work washers or other parts in leaky valves or traps.
17. Repairs or replaces damaged plumbing fixtures such as sinks, toilets, showers and bathtubs and/or connects them to outlet and inlet pipes by fitting gaskets, couplings, traps and valves, and soldering connections to seal joints where necessary.
18. Observe and report, through the work order system, any and all defects, deterioration and wear and tear on the facilities.
19. Drawings and equipment manuals will be utilized as needed.
20. Repair walls and doors as necessary.
21. Perform all other duties as assigned, which may include work in assistance of others.

## **JOB QUALIFICATIONS:**

Skill in specific job duties must be acquired during probationary period. Reasonable physical abilities are required to perform job duties.

Must possess be able to obtain or possess and maintain an active DOE level “Q” clearance.

Must have completed an approved Maintenance Mechanic/Facility Maintenance Apprenticeship Program or equivalent training and experience with an additional five (5) years experience or have experience in related fields such as plumbing, painting carpentry Minor HVAC and electrical with a minimum of seven (7) years on-the-job training in general facility maintenance.

## **EDUCATION:**

High School Graduate or GED

## **REQUIREMENTS:**

- Must pass all Pantex on-site training in a timely manner (e.g., GET).
- Must possess and maintain a valid Texas Driver’s License.
- Must pass a Pre-Employment Drug Screen and Random Testing.
- Pass Pre-Employment Physical.
- Must have the ability to read and understand written instruction and procedures.
- Must be able to read and understand wiring diagrams and equipment manuals.
- Must have the ability to climb steps and ladders, bend, stoop, push pull and lift up-to fifty (50) pounds on a routine basis.
- Must be able to work outside in hot or cold conditions.
- Must have the ability to wear all prescribed safety equipment including a respirator.
- Must be willing to work overtime as required.
- Must be willing to work alternate shift arrangements as may be required.