

# Gtuit – Job Description

**Title:** Maintenance Shift Lead

**Department:** Maintenance/Shop

**Reports to:** Coordinator

**Status:** Hourly

**Date:** 09/26/2016

**Job Purpose:** Reporting to the Coordinator the Maintenance Shift Lead is responsible for driving, operating, and maintaining necessary equipment. The Maintenance Shift Lead is responsible for performing complex repairs on equipment and will also be responsible for assembling and preparing equipment for installation and service, performing equipment inspections and maintenance, assist in monitoring equipment activity, and providing safe work practices.

## **Tasks / Duties / Responsibilities:**

- Collaborate with Coordinators, Supervisors, Engineering and field crew members to diagnose cause of equipment failures
- Give direction and necessary tools to Maintenance Techs to perform repairs
- Perform maintenance, refurbishments, and complex repairs on oilfield service equipment, hydraulic components, compressors, etc.
  - Maintenance and repairs may be conducted at the shop, in the field, at the job site, or roadside as needed
  - Work is regularly performed independently
  - Work may be performed with other maintenance divisions Ex. Refrigeration and Electronics
- Visually inspect and listen to equipment to check for proper performance and detect defaults and detect faults and malfunctions. Diagnose to determine the extent of repair required
- Adjust equipment and repair or replace defective parts, components, or systems using hand and power tools
- Work closely with Electronic and HVAC Technicians to determine if cause of failure is mechanical, electronic, or refrigeration
  - May assist in Electronic or HVAC repairs
  - May assist any repair via phone or email
- Test repaired equipment for proper performance and to ensure that work meets manufacturer's specifications
- Regularly and effectively communicate with Maintenance Coordinator, Coordinator, Mechanics, District Managers, Supervisors, Operators, and Safety Team.
- Assist coordinating and prioritizing repairs and delivery of equipment
- Clean, lubricate, and perform other routine maintenance work on equipment
- Driving "Gtuit" service equipment as needed; will perform "hotshots" as needed

- Regularly and effectively communicate with Coordinator, Maintenance Shift Leads, Maintenance Techs, District Managers, and Supervisors regarding status of maintenance and repairs
- Completes required paperwork and submits it to the appropriate parties accurately and on time
- Promotes Gtuit safety standards at all times: shop, yard, location, and while traveling
- Reports hazards or potentially hazardous situations, accidents, incidents, and injuries immediately to the supervisor
- Attends safety meetings
- All other assigned duties

**Work Environment / Physical Abilities:**

The Maintenance Shift Lead will be required to perform work inside the shop as well as on job sites in the field and roadside.

While performing the duties of this job the employee is regularly exposed to moving mechanical parts and outside weather conditions. The Employee is regularly exposed to fumes or airborne particles; toxic chemicals; risk of electrical shock and vibration. The noise level in the environment is moderate to loud. Employee may be exposed to flammable gas or liquids.

While performing the duties of this job the employee is regularly required to stand, sit, and walk; use finger, handle, or feel and reach with hands and arms, lift up to 50 pounds. Occasionally required to climb, balance, stoop, kneel, crouch, crawl; talk, hear, smell; and lift 100 pounds. The vision requirements include: close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

**Position Requirements – Education, Skills, Abilities, Experience:**

- High school diploma or equivalent
- Commercial Driver License (CDL) preferred
- 2-year Technical Degree/Certification or equivalent work experience
- 1 + years oilfield experience working with and repairing heavy and technical equipment
- Familiarity with Material Safety Data Sheets (MSDS) and Personal Protective Equipment (PPE)
- Strong attention to detail
- Able to travel 100% of the time while on call
- Ability to work as part of a team; strong sense of teamwork
- Strong problem recognition and solving skills
- Attention to detail
- Highly safety conscious
- Highly motivated
- Able to work a fluctuating work schedule

**Acknowledgement:**

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Employee

Date

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Manager

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Date