



470 N Heartland Dr, Suite A
Sugar Grove, IL 60554
630-466-1505

QF-900081

Revision B
Page 1 of 2

POSITION DESCRIPTION

Job Title: Maintenance Technician	FLSA Status (Exempt or Non-Exempt): Non-Exempt
Department: Maintenance & Engineering	Office Locations: Sugar Grove, IL
Reports To: Engineering & Maintenance Manager	Prepared By: Ariana Bustamante
Date Prepared: 09/05/2025	Salary Range: \$19-22 hourly

SUMMARY:

Fabrication and assembly of tooling, fixtures, and masking devices. Maintenance of equipment, tooling, fixtures, and masking devices. Support of the engineering team in production process development efforts, continuous improvement, and lean activities.

HOURS:

The work hours for the Maintenance Technician are 6:00 am to 2:15 pm, Monday through Friday. Occasional overtime is offered, when it is needed in order to meet the company's commitment to customers.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Fabricate and assemble Production tooling and fixtures for use in vacuum metallizing processes
- Develop masking solutions and work with engineering to design them
- Oil changes and other routine care on machines and equipment
- Responsible for equipment cleanliness and descaling
- Make and change air filters on RF units
- Preventive maintenance according to the planning team's scheduling
- Replace bulbs and ballasts on lighting inside and outside
- Clean and repair fixtures
- Support the development of production processes, cycle times, and best practices
- Setup carriages for production
- Small projects (building tables, racking, etc)
- Minor building & facilities maintenance (replacing light bulbs and ballasts, bathroom repairs, etc.)
- Maintain a safe working environment for self and coworkers

Education/Experience Requirements:

- High school diploma or GED required
- HVAC certification preferred
- Familiarity with electrical wiring preferred
- Knowledge of control systems preferred
- Good written and verbal communication skills
- Strong organizational skills
- Mechanical skills, with experience in pumps and motors preferred
- Certified to operate powered industrial lift trucks.



470 N Heartland Dr, Suite A
Sugar Grove, IL 60554
630-466-1505

QF-900081

Revision B
Page 2 of 2

ENVIRONMENTAL / PHYSICAL DEMANDS:

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- The employee is regularly required to use a computer.
- General mobility: Walking frequently in a manufacturing setting
- Communication ability: Regularly talking and hearing
- Body movement: Occasional balancing, stooping, and bending
- Lifting/Pushing:
 1. Frequently lift/move up to 25 lbs.
 2. Occasionally lift/move up to 30 lbs.
 3. Occasionally required to push loads requiring up to 50 pounds of force
- Vision: Full range of vision capabilities is required

SUPERVISORY RESPONSIBILITIES: N/A

GENERAL QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position also requires compliance with U.S. export control laws and regulations. In accordance with the International Traffic in Arms Regulations (ITAR), applicants must be a U.S. Person (citizen, lawful permanent resident, or protected individual as defined by 8 U.S.C. 1324b(a)(3)).

EQUAL EMPLOYMENT OPPORTUNITY:

Deep Coat is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.

Deep Coat strives to improve diversity, equity, and inclusion in our workplace and within our teams.

Employee's Printed Name: _____

Employee's Signature: _____

Date Received: _____