

## ABOUT HELIENE

Heliene is a fast-paced entrepreneurial company growing rapidly in a highly desirable industry, with a mission to be part of the solution to climate challenges and contribute to a better planet.

Heliene has taken the challenge to help the world reduce its reliance on fossil fuels, by striving to be a leader in renewable energy. We are a manufacturer of high efficiency and high-quality solar modules. Our modules are produced on state-of-the-art solar manufacturing lines in Ontario-Canada, Minnesota-USA, and at manufacturing partners around the world.

Customer First is more than a slogan. It's the guiding principle of our business, a core value, and the cornerstone of our company culture.

## WHY JOIN HELIENE

We are looking for talented and motivated people that want to help us shape the solar industry. Under an experienced leadership team, we provide growth opportunities, intellectual challenge and a flexible, collaborative company culture.

We offer comprehensive benefits, including competitive salaries; paid time off; health, dental, vision and life insurance; as well as retirement plans.

## THE POSITION

<b>Job Title:</b>	Manufacturing Maintenance Technician
<b>Position Status:</b>	Full Time
<b>Department:</b>	Maintenance
<b>Supervision Received:</b>	Maintenance Engineering Manager
<b>Supervision Exercised:</b>	Not applicable
<b>Location:</b>	Mountain Iron, Minnesota

A.	Large Production Machinery Maintenance	75%
B.	Administrative	15%
C.	Other Duties as Assigned	10%
<b>TOTAL</b>		<b>100%</b>

The Manufacturing Maintenance Technicians will provide maintenance and performance support for large production machinery. Tasks will include basic preventative maintenance, breakdown maintenance, and reporting. You will need to determine the severity of damaged machine parts to determine whether major repairs are necessary while maintaining a safe work environment. Under the direction of the Manufacturing Engineering Manager, this position will oversee all physical aspects of production

equipment and include various tasks required from other departments to achieve higher quality, productivity, and better safety.

- Implement the preventative maintenance program for production machinery and equipment as directed by the Manager
- Identify and analyze equipment or machinery failures and take corrective actions
- Ensure the facilities' equipment and machines are maintained properly and are working correctly
- Repair and troubleshoot pneumatic and electrically controlled systems
- Become proficient within all areas of the production line
- Thoroughly clean machines and machine parts, removing parts and reinstalling as necessary
- Identify the cause of unexpected breakdowns of machines
- Make necessary modifications and implement test runs
- Prepares reports documenting work performed; reports and records of damaged, worn, or broken parts
- Supports the development of internal SOPs as well as manuals, guides for other departments on equipment

**Minimum Qualifications:**

**Candidates must be 18 years of age or older with a combination of three years education and experience related to electrical, instrumentation, or mechanical fields.**

- Thorough understanding of OSHA and EPA regulations as they pertain to plant operation and maintenance
  - Ability to understand and operate the systems and equipment used at the facility
  - Ability to perform and analyze various system checks
  - Excellent organizational skills
  - Ability to prioritize tasks
  - Excellent verbal and written communication skills
  - Ability to follow instructions from supervisors or senior maintenance workers
  - Ability to use hand tools and power tools
  - Excellent time management skills
  - Ability to read blueprints and schematics
  - Extensive knowledge of electrical systems and wiring
  - Proficient in the use of test meters and other diagnostic equipment
  - Mechanically inclined with great analytical and problem-solving skills
  - Ability to work in a fast-paced and stressful environment
  - Must have a valid driver's license and reliable transportation
  - Must complete record check and drug screening prior to employment
  - Must be able to access and navigate all areas of the production facility
  - Must be 18 years of age or older
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- **Physical Requirements:**
  - Must be able to see color to discern color-coded wiring

- Prolonged periods of standing, kneeling, bending, and climbing ladders or scaffolding
- Must be able to lift up to 50 pounds at a time
- Able to bend, stretch, push, pull, and move as needed to reach, clean, and service machinery
- Must be able to traverse property and facility to diagnose building issues and plan repairs or maintenance

**Qualified applicants should submit a cover letter and resume to [careers@heliene.com](mailto:careers@heliene.com).**

All applicants must be legally eligible to work in [the United States of America / Canada].

Heliene is strongly committed to fostering diversity and inclusivity within our organization and is an equal opportunity employer. Heliene invites and encourages applications from all qualified candidates from equity-deserving groups and all qualified applicants will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Currently, Heliene USA is not accepting applicants that require sponsorship.