

POSITION TITLE:	Plant Maintenance Millwright	Tier:	
REPORTS TO:	Plant Manager	Date Reviewed:	8/21/2026
DEPARTMENT:	Operations/Maintenance	Date Approved:	
TYPE OF POSITION:	Full-Time/Non-Exempt	Revision #:	1
OFFICE LOCATION:	Watertown, SD		

POSITION DESCRIPTION: This position is responsible for the installation, maintenance, troubleshooting, repair, and optimization of plant equipment used in grain cleaning, milling, conveying, packaging, and material handling operations. The Plant Maintenance Millwright ensures equipment reliability, minimizes downtime, and maintains compliance with all safety, food safety, quality, and sanitation standards. This position reports directly to the Plant Manager.

RESPONSIBILITIES AND DUTIES:

- Follow all company policies, GMPs, safety procedures, and maintenance practices.
- Understand and execute food safety and HACCP practices and protocols.
- Perform preventive and predictive maintenance on plant equipment.
- Troubleshoot mechanical, pneumatic, hydraulic, and conveyor systems.
- Install, align, maintain, and repair motors, bearings, gearboxes, belts, chains, augers, bucket elevators, mills, sifters, and other processing equipment.
- Diagnose equipment failures and perform corrective repairs to minimize production downtime.
- Inspect machinery and equipment for proper operation and safety compliance.
- Lubricate equipment according to maintenance schedules.
- Perform welding, cutting, fabrication, and minor machining as required.
- Assist with facility maintenance and plant improvement projects.
- Maintain maintenance records and work orders.
- Perform lockout/tagout procedures and ensure safe maintenance practices.
- Operate forklifts, lifts, and maintenance equipment as required. Can be certified upon hire.
- Respond to equipment breakdowns and emergency maintenance situations.
- Perform all other duties as assigned by the Plant Manager.

QUALIFICATIONS:

- High school diploma or GED required.
- Technical training, Millwright certification, or equivalent experience preferred.
- Minimum of 3 years of industrial maintenance experience preferred.
- Strong mechanical aptitude and troubleshooting skills.
- Experience with conveyor systems, grain handling equipment, milling equipment, pumps, motors, and pneumatic systems preferred.
- Basic electrical troubleshooting knowledge preferred.
- Welding and fabrication experience preferred.
- Ability to work on equipment that is elevated off the ground.
- Occasional travel, approximately 10%
- Ability to read equipment manuals, schematics, and mechanical drawings.

- Knowledge of preventive maintenance programs.
- Reliable transportation and dependable attendance.
- Ability to frequently lift up to 70 pounds.

BACK UP:

Plant Manager and designated maintenance personnel.

Name:		Date:	
Signature:			
Manager Name:		Date:	
Signature:			

