

**CLOVERLAND ELECTRIC COOPERATIVE  
GENERATION DIVISION  
MAINTENANCE DEPARTMENT**

**MAINTENANCE MACHINE HELPER**

Duties:

Perform simple miscellaneous duties usually assisting Repairman, Welder, or Machinist or working under their direction as assigned.

1. Move materials, tools, and equipment.
2. Position and hold work, set in place, and bolt up.
3. Tear down equipment, clean, wash, file, grind, or polish parts, and reassemble.
4. Oil and grease machine parts.
5. Mix concrete or mortar.
6. Brush or spray paint jobs where finish is not a factor.
7. Perform simple hand or machine operations such as operate threading or woodworking machinery, usually where set up is made by others.
8. Clean up work area after job is completed.
9. Dig foundations or trenches, handle cribbing and blocking, use slings, jacks, and chain falls.
10. Use tools of various trades on simple or routine work such as operate torch to cut out old installations, build fire in forge, operate drill press, and operate threading machine.
11. Operate power lawn mower.
12. Clean turbines, assist in routine turbine maintenance, and operate moveable penstock gate hoist
13. Perform similar maintenance, clean up, and construction work in our service area.

Qualifications:

Must have all the qualifications of lesser job descriptions and:

1. Must have a high school education or equivalent and must be willing to advance through training and into job openings.
2. Must be able to work from prints and diagrams
3. Physical demands – the physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must regularly lift and/or move up to 50 pounds and frequently lift and/or move up to 100 pounds.
4. Must operate equipment in a safe manner and regularly work in high places.
5. Must maintain a Michigan Drivers License and demonstrate ability to operate a motor vehicle safely.