



## Job Description

**Job Title:** Millwright  
**Location:** Varies: within USA  
**Department:** 100 – Field  
**FLSA Status:** Non-Exempt  
**Reviewed Date:** 01/17/2025

**Summary of Primary Functions:** Our Millwright is responsible for installing, maintaining, repairing, and dismantling machinery and heavy industrial equipment. Duties include reading layout plans to align and assemble machine components. Millwright workers perform precision adjustments, and ensure equipment operates efficiently and safely.

### **Essential Duties and Responsibilities**

All employees are required to follow all Safety and Quality rules and processes to ensure a safe working environment, and the production of high-quality products. Duties and responsibilities for our Safety Technicians include, but are not limited to:

- Troubleshooting, installing, maintaining, and repairing machinery and equipment according to layout plans in an industrial establishment.
- Perform alignments on motors, gearboxes, and rollers.
- Knowledge of grades and sizes of bolts, pipes, and tubing.
- Familiar with bearing installation and lubrication.
- Operate mobile equipment including forklifts, aerial lifts and cranes
- Ability to weld and use a cutting torch.
- Use of precision instruments to align and measure equipment that is being installed or modified.
- Ability to use common power tools including saws, drills, and grinders.
- Knowledge of standard and metric size hand tools including wrenches, sockets, Allen keys, bits, and taps.

**Contacts (Internal and External):** Internal and External.

### **Experience, Qualifications and Key Competencies**

- High School Diploma preferred but not required.
- 10-hour Construction OSHA required.

Experience:

- 4 years of Millwright experience preferred but not required.
- 1 year of Crane, Welding, Rigging, Conveyor Installation, and Theodolite experience is desirable but not required.

## Key Competencies:

- Skilled in constructing, assembling, repairing, and dismantling machinery and equipment using tools such as hammers, wrenches, crowbars, rollers, dollies, hoists, and other hand tools.
- Proficient in selecting appropriate rigging based on specific load requirements.
- Capable of interpreting schematic diagrams, blueprints, sketches, building plans, and other client-provided specifications to determine necessary materials and job requirements.
- Experienced in operating equipment such as boom lifts, scissor lifts, and forklifts.
- Familiar with conveyor systems and related equipment.
- Possesses a valid driver's license.
- Strong understanding of job site safety protocols and ability to complete company-specific safety training.
- Demonstrates a high level of integrity and professionalism.
- Adept at identifying problems and implementing effective solutions.
- Physically capable of handling tools and manipulating objects with strength and precision.
- Skilled in coordinating tasks to ensure timely project completion.

**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.

While performing the duties of this job, the employee is continually required to sit, use hands, talk, and hear; will also be required to stand, walk; seldom required to drive, climb, stoop/kneel. The employee must occasionally lift and/or move up to 50 pounds; seldom 75 pounds or more with assistance.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position is a traveling indoor/outdoor position and will continually face adverse working conditions in the field and will be exposed to dirt, noise, fumes, heat, cold, etc.

**Travel Required:** 100%

**This job description is not a contract of employment. Employment with Beck & Pollitzer USA is at will and may be terminated by either party at any time, with or without cause or notice, in accordance with applicable law.**

**We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, or any other protected characteristic as established by law. If you require assistance or an accommodation to complete a job application, please contact our Human Resources Department at [usa.hr@beck-pollitzer.com](mailto:usa.hr@beck-pollitzer.com) or by calling (864) 574-6551.**