

# Sheppard Services, LLC.



**Job title: Electrical and Instrumentation Technician**

**Work Location: Home Office**

**Division/Department: Operations**

**Reports to: Director of Operations**

**Full-time**

**Part-time**

**Exempt**

**Nonexempt**

**Essential Duties and Responsibilities:**

The successful candidate will be expected to perform the following task:

- Adhere to all Safety policies and maintain a safe working environment.
- Work in a neat and orderly manner and be responsible for safety and good housekeeping at all times.
- Install, troubleshoot, inspect, and repair AC motors, AC/DC controls, conduit, and wire.
- Install, maintain and troubleshoot variable frequency drives. (VFD's)
- Test, inspect, calibrate, install, troubleshoot, and repair analog and digital instrumentation and monitoring devices such as Level Indicators, Flow Meters, Scales, Viscometers, Densimeters, Pressure Transducers, Thermocouples and Motion Control equipment.
- Must be able to use and maintain any tools, meters, and shop equipment required to perform tasks.
- Assist with maintaining accurate storeroom, calibration, and historical records.
- Perform the duties of this job as directed by the Director of Operations to further improve the performance of plant systems.
- Participate in continuing professional development and training processes.

**Job Requirements Include:**

- Two year technical degree in electronics, instrumentation, industrial controls or robotics or 5 plus years demonstrable experience with such. Preferred candidate will have the two year technical degree and 2 to 3 years hands on experience.
- Able to work flexible shifts including nights, weekends, and holidays depending on production requirements.
- Able to provide own tools and toolbox.
- Must have ability to apply common sense understanding to carry out written and oral instructions.
- Ability to deal with problems involving multiple physical variables in everyday situations.
- Ability to effectively communicate and collaborate with internal and external technical resources.
- Motivated self-starter with the ability to work in a team or independently to achieve objectives.
- Able to successfully pass background and drug screen.

**Compensation/Benefits:**

- Competitive weekly pay
- PTO
- Earned paid vacation time
- Company provided uniforms
- Optional IRA

***Experienced applicants only, please.***