



## Job Description

Job Title	Date
Mechanical Field Representative	2023

Department	Supervisor
Field Services	Field Service Director

### Purpose of Job (how it contributes to department's objectives)

Complete field service work to meet Baseload Power's business objectives and fulfill customer's contractual requirements. Behaves as an ambassador of the company promoting a professional, responsible and customer-focused image. Follows company and industry safety practices to protect both life and property during all activities on and off the job site. Protects the legal and commercial interests of Baseload Power companies at all times.

### Responsibilities (Essential functions and accountabilities)

Adheres to all company policies, safety and quality and attendance, including use of PPE with no work related incidents or accidents; performs duties in a safe manner and reports all observed safety hazards to management.

Interprets specifications and technical requirements.

Foundation level and shaft alignment checks.

Disassembly and reassembly of equipment—rotor removal, endcap removal

Troubleshooting: lube oil and jacking oil systems; generator oil seals and ventilation systems; vibration analysis, troubleshooting and trim balance

Overhauling and cleaning generators

Maintains a neat and orderly work area; meets site and shop housekeeping standards; may be assigned additional housekeeping responsibilities as needed to maintain a clean and orderly workspace.

Support customer personnel and subcontractor personnel and repair processes

Attend technical meetings

Maintain photographic records using phone

Completes work reports, expense reports, timekeeping records accurately and submits timely

Reports competitor activities

Accessible and responsive. Maintains working phone and email, monitor communication regularly, reports problems immediately.

Understands and Implements safety plan 100% of the time,

### Job Qualifications (Minimum education, formal training, skills and experience required)

High school diploma or GED.

High degree of technical competence. Basic mechanical skills, ability and willingness to learn electrical skills.

High level of self-sufficiency and resourcefulness.

Successful completion of required safety training.

Clearance to work on job sites including refineries and power plants (TWIC card, drug screens, background checks, driving record)

Ability to travel to foreign countries and current Passport

Ability to operate a forklift





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I understand my responsibilities as described in this Job Description and that I may be given additional assignments not listed here. I reviewed and will follow the company's Health, Safety and Procedures Manual.

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date