



**Job Title:** Maintenance Apprentice  
**Reports to:** Maintenance Manager  
**Location:** Dorchester Facility; Harleyville, South Carolina

**Summary:** The Maintenance Apprentice position utilizes various skills to perform routine, non-routine, standard and non-standard maintenance and repairs to equipment through the plant. The position requires a good understanding of plant operations coupled with strong technical knowledge of equipment and repair procedures/tactics necessary to make either temporary or permanent repairs.

**Job Description:** With safety of yourself and all those around you as the highest priority, and through the provided training, the Maintenance Apprentice is expected to learn how to:

- Write technical reports as required or directed;
- Utilize the computerized maintenance management system (CMMS - Mainsaver) to plan work, make requests and locate spare parts;
- Troubleshoot equipment and make recommendations to Management as required;
- Assist Plant Management during shutdown events, such as assisting in the coordination and oversight of the facility work force;
- Review and maintain compliance with site safety programs such as LOTO, confined space entry, JSA's, hot work etc.;
- Recognize the types of safety equipment needed for a job and ensure that all team members utilize the proper equipment;
- Maintain professional competence in the field of power plant operations and maintenance;
- Maintain a safe work environment through job planning, housekeeping and identification and correction of hazards;
- Understand and use engineering, machine and component drawings and symbols;
- Refer to and understand reports and manufacturer's manuals;
- Determine proper application for fasteners, ferrous and non-ferrous specialty alloys, non-ferrous materials, etc.;
- Use hand and power tools, including fastening tools, metal cutting tools, portable power tools, impact tools, milling machines, cut off and band saws, drill press, etc.;
- Use precision tooling, vibration analysis equipment, and alignment instruments such as dial indicators and laser alignment tools, etc.;
- Conduct greasing and lubrication programs for plant equipment using appropriate lubricants and frequency;
- Properly plan, rig and execute heavy lifts;
- Maintaining power transmission systems by installing aligning and repairing shaft couplings, keys, splines, bushes and tapered bushings;
- Maintain rotary screw compressors and associated equipment;
- Maintain and repair of multistage centrifugal, vane and gear pumps;

- Remove, install, startup, maintain and align steam turbines, gearboxes, pumps and electric motors;
- Set up and operate electric arc welding, gas welding and cutting equipment. Perform weld, braze and solder fabrication and repairs as required;
- Install and maintain bearings, seals and packing;
- Install, maintain and troubleshoot belt and ash conveyors, as well as fans and blowers;
- Install, maintain and troubleshoot fluid power systems, including variable proportional control valves, regulators, and actuators;
- Work a Monday to Friday shift schedule with occasional overtime and irregular hours as needed to support reliable operation of the facility.

**Requirements:**

***Education***

- High school diploma or equivalent required;
- Associate Degree equivalent from a two-year college or technical school preferred

***Experience***

- Minimum of Two (2) years of operations and or maintenance experience in an industrial environment;
- Proficient in basic mechanical repair.

***Work Process Skills***

- While engaged in company business, employees are expected to conduct themselves in a courteous business-like manner, showing respect and consideration for fellow employees and other site personnel, such as contractors and guests, with a focus on servant leadership;
- Cooperate with your co-workers in a manner that is positive and constructive; accept that there are different opinions and ideas; discuss issues in a professional manner looking for solutions that can be resolved at your level;
- To communicate work related issues along with recommended solutions to your coworkers and/or supervisor in a timely and professional manner;
- Be accepting of changes to your day to day routing as the business needs dictate;
- To be appropriately dressed and ready for work prior to the start of a working shift through to the end of the shift;
- Comply with all Atlantic Power policies and procedures.
- Qualify as a Plant Operator or Fuel Handler within 18 months of the date of hire.

***Physical Requirements***

- Ability to perform manual tasks including but not limited to operation of hand and power tools;
- Ability to travel when needed;
- Ability to lift at least 80 lbs.;
- Ability to bend and maneuver in tight, cramped quarters;
- Ability to work in hot, noisy and dark environments;
- Ability to work at heights;
- Ability to work in confined spaces.
- Ability to work with and wear respiratory protection;

- Ability to reach with hands and arms above shoulder level and at shoulder level;
- ability to walk, stand, stoop, kneel, and bend for prolonged periods of time;
- Able to grip and manually manipulate, often with repetitive motion, items such as, but not limited to, hand tools and machine parts;
- Ability to communicate clearly with plant personnel, including the ability to give and receive instructions over a radio;
- Ability to see clearly; safely and readily identifying the labels, gauges, dials and indicators typically encountered in performing job duties;
- Ability to read, write and understand instructions and procedures in English;
- Ability to work outside of a normal shift rotation during call-outs or planned maintenance outages.